

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
June 10, 2015 Workshop 9: 00 a.m. - 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

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

I. PROCLAMATION

- A. Call To Order - Chairman Bush
- B. Invocation/Pledge – David Corbin/Chairman Bush

II. AGENDA ITEMS –

- Courthouse Groundbreaking – Chairman Bush recessed the meeting for the Courthouse Groundbreaking.

Chairman Bush called the meeting back to order at 10:49.

County Coordinator Corbin advised the Board Sheriff Haddock has requested to address the Board in reference to the salary study.

Sheriff Haddock requested the salary study be included with E-911.

- Gas Tax – Jeff Goodman, County Attorney, advised the Board the local option fuel tax expiration is approaching.
County Attorney Goodman prepared a proposed ordinance for the Boards review.
County Coordinator Corbin has been advised to notice the ordinance for

a public hearing at the June meeting by County Attorney Goodman.

County Attorney Goodman advised the Board in following tradition he extended the ordinance for 10 years.

The Board agreed to list the gas tax ordinance on the regular agenda.

- Library Report Card/Library Land Purchase – Renae Rountree, Library Director went over the 2014-2015 library report card.

Ms. Rountree went over the report card and brought out the library has consistently had an F in facility size.

In reference to the facility's size, she suggested the Board look at purchasing property that is adjacent to the Chipley library. The asking price is \$54,900.00. The structure on the property is not of interest but the space would be excellent for library expansion as well as it could be used for a community center.

She advised the Board she could apply for a public library construction grant. The purchase of the property would enhance the consideration for approval.

The consensus of the Board is for County Coordinator Corbin to negotiate the price.

There was discussion between the Board and Renae Rountree on the status of other Washington County libraries.

- Mobile Communication Unit – Major Brown addressed the Board in representation of the communications committee in reference to an alternative dispatch option, which was suggested to cover by obtaining a mobile unit.

The funds to cover this purchase would come from the \$12.50 surcharge fund.

There is currently \$73,500.00 in that fund.

Chairman Bush questioned a previous back-up system that was located in Vernon.

Major Brown advised, Clint Erickson looked into that and found there was little equipment remaining which was located in the Vernon Fire Department but it was not functional.

That would not have accommodated moving the dispatch center.

Major Brown advised the Board the estimated cost is \$90,000.00 - \$100,000.00.

The information on the mobile unit is to advise the Board the direction the Communication Committee suggests.

Clint Erickson spoke on the benefit of the mobile unit.

The Board held discussion on using the Emergency Management building as an alternate location.

Lynne Abel expressed concern about the communication system at the Emergency Management office, stating it is fragile. The EOC has 2 telephone lines. The sysco unit was hit by lightning a couple of years ago.

Sheriff Haddock suggested Billy Brock assist Lynne Abel with making contact in reference to her needs.

County Attorney Goodman suggested the Board could apply the \$11,000.00 annual income for lease of cell tower space to communications. A third user has been negotiated, which would mean a percentage of revenue for the Board.

This would be an opportunity to apply funds toward repeaters.

- Road Name Change Proposed Revisions – Clint Erickson, E911 Director and Michael J. DeRuntz, Washington County Senior Planner – Mr. Erickson went over some of the roads in the County that are maintained by the County without names. He suggested the Board appoint a committee to solve the issue. The committee should include the County Manager, County Commissioner, Planning Department, and 2 representatives from Road and Bridge. Currently working on the committee are Johnny Evans, Dallas Carter, a 911 representative, and Sheriff’s Office representative.

An estimated cost for notification to the community will be \$6,000.00 - \$7,000.00.

Sheriff Haddock advised the Board the discussion is to work on one area at a time.

Chairman Bush advised the Board there is a committee but Mr. Erickson is requesting one formally adopted by the Board.

Sheriff Haddock expressed concern about the sunshine law and ensuring the meetings are open to the public.

Clint Erickson addressed the Board in reference to suggested road name

ordinance changes, which are as follows:

- Change blue signs for private drives
- Green signs for county maintained roads

Commissioner Gothard referenced change and approval by the appointees.

Commissioner Abbott referenced the cost.

Dallas Carter advised he does not know how much it is going to cost.

Sheriff Haddock advised the Board the process should be done in segments.

Michael J. DeRuntz, Senior Planner addressed the Board in reference to the road name ordinance. If there is a situation where a road is not named that will be amended, approved by the majority of the Board or their appointees (Committee). This would cause the process to be expedited.

If the County initiated the road name change, there will not be a fee associated. Currently the naming of a road requires a \$350.00 fee. The third proposed amendment is in reference to the sign colors for private drives.

The ordinance amendment is scheduled for a public hearing at the next meeting.

Chairman Bush advised the Board after the committee is officially approved if there is a need to add additional members that would come back before the Board.

- Salary Study - Sheriff Haddock would like to formulate a plan toward the salary study. He requested the Board use their Human Resource staff as well as his to work on setting a plan in place to put the recommendations of the study in place.

Chairman Bush advised Marla Hayes that he does not feel the County's that were included in the study are a good comparison for Washington County.

Commissioner Abbott advised that he would like to be a part of the salary study meeting.

The consensus is the Human Resource Departments of the Board and Sheriff's Department will meet in reference to the salary study.

- Fire Department Equipment Request – Gene Brandow, Fire Coordinator advised the Board, Orange Hill VFD is requesting the purchase of a 1995 Ford Tanker Pumper, with the Board covering half the cost. Gene Brandow provided the Board a description of the proposed tanker. The total cost of the fire apparatus unit is \$45,000.00.

Commissioner Gothard expressed concern about taxpayer funds are being used both ways to pay for the equipment.

Commissioner Abbott addressed the Board it is tax dollars but they are being paid for a service.

Melissa Collins, Orange Hill VFD advised the Board they did not know how to proceed and that is their reasoning for coming before the Board.

Chairman Bush advised Gene Brandow/Melissa Collins to negotiate the price and see if the truck could be held until the Board meets again.

The Board agreed to list the 1995 Ford Tanker Pumper, Ford F-800 on the regular agenda.

Commissioner Gothard advised the Board she supports the purchase of the truck but requests the title be listed in the County's name.

Commissioner Brock expressed concern in reference to taxpayers as well.

- Work Place Blood Drive – Gene Brandow asked the Board to consider a work place blood drive 4-times per year, which would include an employee incentive.

Chairman Bush advised to list work place blood drive on the regular agenda.

Commissioner Abbott expressed concern about ensuring the Board could legally offer an incentive to the employees for the services.

Commissioner Kent and Bush agreed as well.

- Fire Contracts – Gene Brandow advised the Board a recent meeting was held in reference to the municipalities and rural department contracts. He advised the Board before any change suggestions are brought before the Board he would like to present them all to the chiefs. He asked the Board their permission to continue.

The Board expressed no objection to Mr. Brandow proceeding to meet with the Chiefs.

Chairman Bush clarified that after the meeting Mr. Brandow would come before the Board with recommendations of what needs to be addressed in the contract before a renewal.

Commissioner Abbott requested from Gene Brandow how much the cities contribute to their fire departments.

County Attorney Goodman advised the Board he would issue a notice to proceed to GAC, which is required per contract.

III. PUBLIC WORK SUPERVISORS – The Public Works Supervisors section was moved below the variance request, which is on page 182.

IV. COUNTY ENGINEER

County Engineer Knauer updated the Board on the following:

- Wilderness Road – The bonds should be received in a short matter of time.
- Roche Road – A large amount of fences are ready to move. The landowners in the areas where the chain link/large fences are located have all signed.

Commissioner Gothard asked if the Board is not able to get the volume of easements that is needed will the funding have to be sent back.

County Engineer Knauer advised no and he will figure out a way to build it.

- Lucas Lake Road – The community meeting has been held, with everyone

that showed up signing. There are 2/3 residents left to sign on Lucas Lake.

- Griffin/Shakey Joe Road – The pre-bid is scheduled for June 15. The bids will be presented at the June 25 meeting.

Commissioner Gothard asked if Lucas could be put out for bid.

County Engineer Knauer advised Commissioner Gothard he could proceed with putting it out for bid.

Kirkland Road – County Engineer Knauer advised the Board he is currently working on a plan to fix flooding issues on the Kirkland Rd.

- Falling Waters Road – County Engineer Knauer advised the Board he has completed a signage plan on Falling Waters Road, which is going to require easements.
- King Kutter – This road will be advertised with Lucas Lake.
- Campbell Park – Commissioner Brock requested an update.

County Engineer Knauer advised the building is scheduled to be put up 6/11 and bids on the electrical, mechanical, and plumbing will be taken 6/24.

Chairman Bush recessed from 12:50 – 1:30.

The meeting was called back to order.

Deputy Clerk Odom replaced Deputy Clerk Brantley during this portion of the meeting.

V. COUNTY COORDINATOR

VI. CLERK

- Carr Riggs and Ingram – Sara Applewhite advised the Board the firm is currently in the drafting stage of the County audit.

Sara Applewhite introduced Victor Incinelli, and associate Matthew Incinelli.

Victor Incinelli advised the Board they have a history since 1990 of auditing construction contracts to ensure the financial aspects of the contracts are adhered to by the contractor.

Victor Incinelli went over the services the firm provides.

Matthew Incinelli spoke on the services their firm provides.

The Board advised they would look over the information and seek direction from the County Attorney if they decided to pursue the auditing services.

- Emergency Management Funding Agreement – Lynne Abel, Public Safety Director requested approval for funding for EMPA and EMPG agreement to be listed on the consent agenda.

Deputy Clerk Brantley replaced Deputy Clerk Odom during this section of the meeting.

- Campbell Park Cell Tower Lease Agreement – Michael J. DeRuntz,

Washington County Senior Planner advised the Board he and County Attorney Goodman have negotiated with the Campbell Park and Hwy. 79 LLC.

Mr. DeRuntz advised the Board of some items included in the lease agreement:

- \$2,000.00 Consideration Fee
- Lease Term – 5-Year Term, approval of 5, 9-Year Terms
- Rent - \$900.00 Monthly, subject to increase with each term
- Tower space at no cost provided for the County
- A third carrier would mean a percentage of rent payable to the Board

County Coordinator Corbin advised the Board Commissioner Brock expressed concern about the Park generating the funds, which some of should be applied to the utility invoices.

Mr. DeRuntz addressed the Board that County Attorney Goodman suggested the revenue be ear marked for antennas and equipment for County Emergency Service Communications.

Chairman Bush advised to list the approval of the agreement on the consent agenda.

Chairman Bush advised the Board they would address how the funding will be used later.

- Surplus Property Sales – Michael J. DeRuntz, Washington County Senior Planner advised the Board the sale of the property has been advertised and bids have been received. Out of the 370 properties, 2 properties were bid on.

Chairman Bush asked Mr. Town about the type of deed that would need

to be issued.

Mr. Town advised the government generally does not issued warranty deeds but government deeds, which is another form of a quitclaim deed.

Mr. DeRuntz advised the Board the bids met the assessed value of the property with one being \$20.00 above.

The consensus of the Board is to list the 2 bids on the consent agenda.

- Future Land Use Amendment – Michael J. DeRuntz, Washington County Senior Planner addressed the Board in reference to a small-scale amendment request for the Harrell property located at 1447 Main Street.

The property is low medium residential and the property owner has requested to change it to general commercial classification.

The Washington County Planning Commission recommends approval to the Board, based on the staff's report of consistency with the Comprehensive Plan and compatibility with the Land Development Code.

The consensus of the Board is to list the land use amendment on the consent agenda.

Michael J. DeRuntz advised a public hearing is scheduled for the amendment.

- Variance Request, Michael J. DeRuntz, Washington County Senior Planner advised the Board Davy Odom has requested a relief of the minimum lot area requirement, minimum set back requirement, and

mobile home subdivision requirements.

The Washington County Planning Commission recommends approval of the variance request to the Board from Davy and Mary Odom.

The consensus of the Board is to list the variance request on the consent agenda.

PUBLIC WORKS SUPERVISOR – Dallas Carter requested the Board adopt the traffic signal resolution(s).

The Board agreed to list the resolution(s) on the consent agenda.

Dallas Carter advised the Board the homeowners association located on Grassy Pond would like to pave 200 feet of the county road. They have advised they would pay half and requested the County pay the other half. The lowest bid is \$12,496.00.

Dallas recommends approval.

The consensus of the Board is to list the above on the regular agenda.

Johnny Evans requested the Board approve an amendment of \$100,000.00 moved to the shop budget. The reason for the amendment is equipment that needs to be repaired and the new equipment requires diesel exhaust fluid at a cost of up to \$3.00 per gallon.

Another company has offered to provide the fuel in a 330 tote for \$1.81 per gallon. The price has been cut some but there is still a price increase.

\$100,000.00 would be moved from FEMA/Public Works funds, which are located in Transportation.

The Board approved to list the amendment on the consent agenda.

Mr. Evans advised the Board that he has received 2 quotes on a tack trailer, which are ranging in cost from \$16,000.00 – 18,000.00.

The Board advised to bring additional information at the next Board meeting. The tack trailer will be listed on the regular agenda.

V. COUNTY COORDINATOR –

Jason Wheeler went over a PW cost breakdown. He suggested finishing pw's, which would mean faster closeouts.

Commissioner Kent requested a breakdown of the work Mr. Wheeler has performed.

Mr. Wheeler advised he would provide weekly updates.

Energy Audit – County Coordinator Corbin recommended Trane to provide the energy audit for the County.

Neil, Trane went over their audit process with the Board.

The commitment letter will be listed on the consent agenda.

Impact Fees – County Coordinator Corbin advised the Board the impact fees were sunset this time last year. The Board needs to readdress the impact fees.

Chairman Bush requested impact fee figures and advised to list the

impact fees on the regular agenda.

Budget Committee – County Coordinator Corbin requested the Board set a budget committee.

County Coordinator Corbin recommended the committee consist of the Chairman, Clerk, County Manager, and the Finance Department.

Salary Study - Marla Hayes suggested she call Holmes County and request the salary information.

Commissioner Brock requested County Coordinator Corbin bring before the Board the amount that will be needed to complete Campbell Park.

Chairman Bush advised to list Campbell Park on the agenda.

Marla Hayes advised the Board 3 inmate supervisor vehicles were struck by lightning the weekend before the Board meeting and 2 are completely down.

- VII. CLERK – Clerk Bell thanked the Board for resolving the security issue.

Clerk Bell suggested the Board pay off a County note for \$271,013.874, which is the pay off as of June 30.

The Board agreed to list the above on the consent agenda.

- VIII. DEPUTY CLERK – Deputy Clerk Brantley addressed the Board Ken Naker, Tax Collector has requested Board approval of the

recapitulation.

The Board requested more information and advised to list the recapitulation on the regular agenda.

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

Deputy Clerk Brantley

Date Board Approved