

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**August 20, 2014 Workshop - Commission Board Room**  
**1331 South Blvd., Chipley, FL 32428**

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

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- I. A. Call to Order – Chairman Bush
- B. Invocation/Pledge – County Coordinator Corbin/Chairman Bush

Chairman Bush, Commissioner Pate, Brock, Abbott, and Gothard were present. Also attending were County Coordinator Corbin, County Attorney Goodman, Harold Bazzel, Ad Interim Clerk, and Deputy Clerk Brantley.

II. APPROVAL OF THE AGENDA

County Coordinator Corbin introduced the new Grants/Project Coordinator, Karen Shaw.

Karen Shaw addressed the Board thanking them for the opportunity.

III. AGENDA ITEMS

- Washington County School Board Sales Tax – Joseph Taylor, Superintendent of Schools requested the Board approve of a half-cent sales tax to be included on the November ballot. The request to the Board is per statute.

Commissioner Gothard asked if there would be an additional cost to include the above on the ballot.

Chairman Bush advised her that it would not be.

Commissioner Brock referenced a one cent that could be split in half by the County and the School board.

Joe Taylor advised Commissioner Brock the half-cent sales tax the School Board is requesting to be put on the ballot is only for the School Board.

- State Housing Initiative Partnership Program (SHIP) Annual Report and Local Housing Assistance Plan (LHAP) Technical Revision – Kathy Ahlen, West Florida Regional Planning Council provided the Board an overview of the SHIP program, LHAP, and the annual report.

Kathy Ahlen recommended the Board consider the following:

- Add Recapture and Default terms for the Emergency Housing Rehabilitation Strategy in the form of a five year, interest free, deferred payment loan, which is forgivable at a rate of 20% per year.
- Raise the income limit for the Emergency Housing Rehabilitation Strategy to include very low (currently included) and low income families

There was discussion in reference to mobile homes qualifying for SHIP assistance.

Kathy Ahlen advised it does not have to be a technical revision on the LHAP but could just be included in the county policy.

Chairman Bush requested Kathy Ahlen bring a recommendation before the Board at the regular meeting.

Kathy Ahlen clarified the Board had requested information on moving a mobile home on to a piece of property.

The Board does not want to look at changes to the purchase assistance amounts.

Chairman Bush and Commissioner Gothard advised they were not satisfied with the amounts.

Kathy Ahlen advised the Board it is their decision and she will bring a recommendation to change to \$10,000.00 and let the Board vote on

recommendations.

Annual Report - Kathy Ahlen advised the Board that there were open SHIP years that needed to be closed out. The annual reports for 2008/2009, 2009/2010, and 2010/2011 were changed. 2010-2011 report was previously sent back for revisions that were never done, which caused the 2014-2015 funds to be held. Kathy Ahlen recommended the Board approve of the changes made to the previous three years and approve the current ones that are due.

2014-2015 funds will be release once the reports are submitted.

Kathy Ahlen advised the Board of information that is included in the annual report.

Recommendations are for the Board to approve annual reports for close outs, along with signing the certifications for those years, and approve the current annual reports for the current funding years.

Chairman Bush advised to include the annual reports on the consent agenda and include the changes to the LHAP program on the regular agenda.

The Board expressed their thanks to WFRPC.

Chairman Bush called a recess.

Chairman Bush called the meeting back to order.

- Economic Development – Ted Everett, Washington County Chamber of Commerce, Executive Director and Terry Ellis, Vice President of American Operations, West Point

Ted Everett advised the Board he is coming to them per a MOU between The Chamber and the County to come up with a permanent source for economic development.

Terry Ellis recommended the Board earmark the funds that will be paid back from the Hospital for \$96,000.00 per year. In order for any funds to be spent Board action would be required.

The Board approving to set the money aside would allow the industrial park to be purchased.

Commissioner Brock spoke on the pipe project.

County Attorney Goodman advised the Board that the funds would be used in negotiation in getting the property back.

Commissioner Gothard made clarification of the requested \$96,000.00 for Economic Development.

County Attorney Goodman clarified that there is a consensus of the Board. He will draft paperwork for the Boards approval.

- Inmate Crews – Commissioner Gothard advised the Board that she and County Coordinator Corbin met with the Warden at the Prison in reference to the inmate crew. She requested County Coordinator Corbin start a procedure to determine the location/job of the brown shirts on a particular day. The Warden advised when the brown shirts leave the facility they report to the Board of County Commissioners. There was an agreement for the Board to receive six supervisors from the facility.

Contact is made with Donnie Pugh to advise which supervisors are coming. The administrative office is going to do work orders when Commissioners or other agencies request an inmate crew to do something extra in their district.

Other agencies have been calling the prison, asking for the supervisors and they are being redirected.

The purpose is for a paper trail and accountability.

Commissioner Gothard advised the Board she asked County Coordinator Corbin to send

a letter to the other agencies that use the brown shirts advising them of the process that has been put in place.

A follow up meeting is scheduled with the Warden and the paperwork will be used to show the location of the brown shirts during the week.

- County Website – Commissioner Gothard suggested County Coordinator Corbin put out RFQ’s to fix the county website.

Heather Lopez, Washington County TDC advised Tourist Development has a contract with Visionary Technology and Design, Shalimar, FL. The initial cost was around \$2,500.00 and less than \$1,000.00 per year.

Interim Clerk Bazzel suggested checking with the Florida Association of Counties.

- Heather Lopez, Washington County Tourist Development requested the Board approve a proclamation and a MOU that would establish Washington County as a Florida Paddling Trail.

Mrs. Lopez provided the Board information on what the proclamation would mean.

County Attorney Goodman suggested adding a clause that would state either party could terminate with 30 days notice.

Chairman Bush suggested the wording on the proclamation reflect that Washington County establishes the border of the Chattahoochee River instead of close proximity.

The consensus of the Board is to include the above on the consent agenda.

- Equestrian Center Cell Tower Lease Agreement – Michael J. DeRuntz, Washington County Senior Planner advised Mr. Robinson, Value Concepts approached the Planning Commission to lease a portion of property that is a portion of the Equestrian Center.

Mr. Robinson, Value Concepts, NexTower Representative, addressed the Board in

reference to the requested lease location for a cell tower. He went over the proposed lease section and asked permission from the Board to enter into negotiations on the property.

The consensus of the Board is to include the above on the consent agenda for negotiation.

After discussion by the Board, Chairman Bush advised to look at the feasibility both sides of the road for the tower location.

- Variance Request – Minimum Side Building Setback Requirement – 3541 Crystal Lake Drive, Chipley, Florida – Michael J. DeRuntz, Washington County Senior Planner – The Planning Commission has reviewed the application. Mr. Anderson, Contractor to build a home on Ms. Espy’s property submitted the application. Due to the setback requirements on the proposed plan, a variance request is required.

Mr. DeRuntz went over the site location.

A couple of residents contacted the Planning Commission advising they were against the request. At the time of the Planning meeting, he was not sure if the property owners that were in objection to the request were adjacent to the property.

Ms. Davis faxed her objection to the Planning Commission but it was received after the agenda items had been sent out and therefore was not included. It is in the current staff report.

The Planning Commission recommended approval based on the hardship, which is included in the staff report.

Mr. DeRuntz requested the request not be put on the consent agenda.

Commissioner Abbott asked when the Planning Commission approved the request did they have all the facts.

Mr. DeRuntz stated yes.

Commissioner Gothard clarified that Mr. DeRuntz advised the Planning Commission of

the request objection but he did not have it in writing.

Commissioner Abbott asked Mr. DeRuntz to take the request back to the Planning Committee, along with all the facts.

Mr. DeRuntz advised the Board could redirect it back to the Planning Committee. He did advise the Planning Commission elected to move forward after it was brought to their attention that there was an objection by a property owner.

Chairman Bush advised to put the request on the regular agenda, since the Planning Commission did have the information.

- Variance Request – Maximum Digital Sign Area, 3005 Main Street, Vernon, Florida – Michael J. DeRuntz, Washington County Senior advised the Board he has a variance request submitted by Mr. Griffin, Griffin Outdoor Advertising.

Mr. DeRuntz went over the suggested sign location.

The Planning Commission has reviewed the request and is recommending approval. The City of Vernon provided a letter advising they have no objections.

Commissioner Gothard suggested changing the rule, instead of consistently granting the variances.

The Chairman advised to put the above on the regular agenda.

- Road Name Change Procedure – Michael J. DeRuntz, Washington County Senior Planner, advised per Board direction a resolution, petition, and procedures to change a road name have been drafted.

Mr. DeRuntz asked the Board to consider the procedure.

County Attorney Goodman advised he would like the Board to be comfortable with the

process. The Board should have a paper trail when a road name is changed.

There was discussion by the Board about the procedure.

County Attorney Goodman suggested a policy where by staff can only bring forth suggested road name changes to the Board but it has to be the staff dealing with the citizen. Health and safety concerns by the 911 staff should be included in the consideration process before coming before the Board.

Chairman Bush suggested a checklist and changing the 80% petition signature requirement of property owners to 90%.

Chairman Bush introduced Mr. Chris Doolin.

Chris Doolin, Small County Coalition thanked the Board for their support of the Coalition, spoke on funds appropriated for the new courthouse, county Medicaid cost sharing, as well as authority for enterprise zones.

- Canvassing Board Alternates – Chairman Bush went over the definition of the Canvassing Board Alternate.

Commissioner Abbott offered to help in any way.

The consensus of the Board is to appoint Commissioner Gothard and Chairman Bush.

Carol Rudd, Supervisor of Elections advised Chairman Bush the Board is required to appoint an alternate for him and for her. The alternate for the Judge has previously been taken care of.

- Dunford Pond Landing – Commissioner Brock asked if the lake was currently open.

County Attorney Goodman advised it is currently open.

There was discussion about who can use Paradise Lakes and Dunford Lake, which is located in an agreement dated 5/7/1987.

County Attorney Goodman advised the Board, himself, County Coordinator Corbin, and the Home Owners Association with Paradise Lakes met. The Home Owners Association is requesting the Board withdraw their rights and privileges under the 1987 agreement with Paradise Lakes.

County Attorney Goodman advised the Association that neither he nor David had the right to do that nor did they have any intention on doing that. They would continue to enforce all the citizens of Washington County rights pursuant to the agreement unless the Board advised otherwise.

In reference to the agreement, there are issues with the agreement. Page 3 does say no lot owners or his guest; it does not say the permit holders are restricted.

Commissioner Brock spoke on the agreement and its history.

County Attorney Goodman advised the permit funds are being held in escrow, also there is no enforcement mechanism in the agreement.

#### IV. COUNTY ENGINEER

- Dorch Circle – County Engineer Knauer advised the project is complete. The final pay request has been signed. Once the project is closed, paperwork will be provided to Debbie Riley to submit to FEMA for reimbursement.
- FEMA project/Falling Waters – FEMA projects bid date has been extended to 8/26 and a recommendation will be provided to the Board 8/28.
- Rock Bid – County Engineer Knauer advised the bid package is ready but the delivery location is uncertain.

Chairman Bush advised to make contact with Public Works Supervisors to see what areas best serve them for drop off locations. Also, complete a bid to bring the material to the worksite.

Falling Waters Road – The bids have been extended. Geotech is currently being done by Magnum Engineering, and Southeastern is working on the legal description. Falling

Waters is currently on hold until Geotech is received to see if undercut needs to be done. If undercut has to be done that will mean a significant change in cost. This change came to surface after the county chose not to use county labor, which would have caused the cost to be lower.

Commissioner Abbott expressed concern about the status of Falling Waters Road.

County Engineer Knauer advised the Board that he would like the correct figure for the Board in the beginning instead of bringing forth a \$100,000.00 change order.

County Coordinator Corbin advised a safety study is being done through The Department of Transportation.

Michael DeRuntz, Senior Planner requested a representative from the Board to be on the CTST committee.

- Paddle Trail – County Engineer Knauer advised he recently went on a tour with Walton County in reference to the paddle trail. He requested a representative from the Board.
- Live Oak Boat Landing – The boat ramp has been installed, and the parking lot is only lacking fine grading and some rock.

Commissioner Brock expressed concern about the rock at the boat landing.

County Engineer Knauer advised that he would not recommend moving the rock because if you do there will not be a boat landing. There is no riprap higher than the ramp.

The Army Core required an archeological study on the project, which is currently being done by Water Management for the wall at Live Oak, Hightower, and Spurling Landing.

V. COUNTY COORDINATOR - The library has submitted a form to close down in order to do an inventory which has not been done in five years. Over 50,000 items need to be inventoried.

Renae Rountree advised the that she plans to close the library's and use all staff going from library to library doing the inventory. She advised the process has not been done in six years and its labor intensive.

The Board discussed the period of the library closing.

The consensus of the Board is to close the library for a week and approve compensatory time.

Chairman Bush called a break from 1:09 – 2:15.

The meeting resumed at 2:21.

#### COUNTY COORDINATOR

- September Workshop Meeting Date Change – County Coordinator Corbin advised there are two Commissioners that have conflicts with the meeting date for 9/17.  
The consensus of the Board is to change the meeting date from 9/17 to 9/22.  
The Chairman advised to put the above on the consent agenda.
- Uniform Rental Services – County Coordinator Corbin recommended using the uniform company, which provided the lowest price.
- Road and Bridge Equipment – Currently John Deere and Caterpillar have provided pricing for graders. Mack and Western Star provided pricing on the dump trucks. The prices are for lease or purchase. He requested 8 dump trucks and 2 graders, because the dump trucks are what is most needed at this time.  
Mason Auction is going to provide some pricing on current equipment.  
Johnny Evans requested approval to move forward with pricing on the number of equipment to purchase and sell.

The Board had discussion on road and bridge equipment and replacement options.

County Coordinator Corbin clarified the Board is leaning toward purchasing over leasing.

The consensus of the Board is they do not mind what combination of equipment is

purchased.

County Coordinator Corbin suggested bringing a recommendation back before the Board.

There was discussion of \$1,000,000.00 and \$1,000,080.00 for the total purchase of the equipment.

Dallas Carter addressed the Board in reference to leasing trucks and drivers. The cost is \$60.00 - \$80.00 per hour.

The Board discussed leasing trucks to run with the county fleet. The Board requested clarification on how FEMA would reimburse if the county chose to lease trucks to run with the county fleet.

Shop Foreman – Dallas Carter asked for approval for Public Works Shop Foreman to drive a county vehicle home. Many times, he uses his personal truck on this way to work to pick up parts for work.

Commissioner Abbott asked David Corbin if that was not a decision that he should make.

Commissioner Gothard advised she was not in support because of the amount of miles he lives outside the county.

Chairman Bush as well as Commissioner Brock advised they do not have an issue with it.

Spoolmill Road – Dallas Carter advised Mr. Biddle would like to widen the road 10 ft. and give the county some property for right-of-way.

Mr. Biddle would like County Attorney Goodman to draw up a legal after the property is given to the county.

County Attorney Goodman advised he is not aware of the issue but will find out and discuss at a later meeting.

VI. CLERK - None

VII. DEPUTY CLERK - None

VIII. COUNTY ATTORNEY -

- Courthouse Location – The committee has instructed Jim, JRA to research the feasibility of putting the new courthouse on the site where it currently sits. In respect to alternative locations, the funding that has been made available by the State of Florida does not include the ability to purchase any other property.

Jim, JRA addressed the Board to answer questions.

The Board discussed the current courthouse location as well as others.

County Attorney Goodman advised the State expects Washington County to use the funds wisely in a decent time. He asked for the Boards direction.

Commissioner Abbott advised that he would vote to build the new courthouse at the current location.

Commissioner Pate advised that he likes the current location.

Chairman Bush advised he is satisfied with the current location.

Commissioner Brock advised he is concerned with the future of the county.

Chairman Bush advised it is the consensus of the Board to look at building the new courthouse at the same location.

County Attorney Goodman advised the committee's power is limited to bringing recommendations to the Board.

- Construction Manager RFQ – County Attorney Goodman advised that he would provide a recommendation to the Board in September.

- Grant-in-Aid Agreement - County Attorney Goodman advised the agreement is ready to be executed by the Board.

Chairman Bush advised to put the above on the consent agenda.

County Attorney Goodman suggested to the Board to submit a letter to CRA requesting grant funds to assistance with tearing down the old jail facility.

Ted Everett advised they would need a letter from the county requesting funds for the demolition of the old jail requesting no more than \$150,000.00. It is not currently in the budget and would require a special exception. If it were approved by the CRA, the City Council of Chipley would then have to approve it. The money cannot be spent outside the CRA area, which the old courthouse is located.

Jim, CRA advised the Board that a courthouse is a judicial facility.

- Alcohol Sales and Related Ordinances – County Attorney Goodman advised the Board that he has created a mock ordinance for the Boards review per previous direction. Currently 83-1 dictates the amount of feet between a church and a facility or establishment that would be selling the beverages referenced. In the mock ordinance, it is lowered to 500 feet.

Commissioner Abbott expressed concern about not restricting weekends, hours, and days.

County Attorney Goodman advised that he would bring another draft before the board in September.

County Coordinator Corbin advised the Board he has received a rental offer for the Guardian Ad Litem building. They have offered to pay \$8.50 per square foot. They want to pay for 1,000 feet and do not want to rent the conference room.

The Board discussed the suggested payment.

The consensus of the Board is for County Coordinator Corbin to work on the rental agreement.

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

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Deputy Clerk Brantley

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Date Approved by the Board