

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 29, 2014, Regular Meeting, Commission Board Room
1331 South Blvd., Chipley, FL 32428

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

- I. PROCLAMATION - Deputy Woolover
- A. Call to Order - Chairman Bush
 - B. Invocation - County Coordinator Corbin/Chairman Bush
- AGENDA ADDITIONS/CORRECTIONS
- 1. Contracting Large FEMA Jobs - District 4 - Commissioner Abbott
 - 2. RFQ Architect Services for Courthouse - Attorney Goodman
 - 3. Proposed Courthouse Committee - Attorney Goodman
- II. ADOPT THE AGENDA - **Commissioner Abbott offered a motion, seconded by Commissioner Pate and carried to adopt the agenda with the above additions.**
- III. ADOPT PREVIOUS MINUTES - **Commissioner Abbott offered a motion, seconded by Commissioner Gothard and carried to adopt the following minutes.**
- April 16, 2014 Workshop
 - April 24, 2014 Regular Meeting
 - May 8, 2014 Special Meeting
- IV. 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.
- There were no comments during the non-agenda section.
Chairman Bush closed this portion of the meeting.
- V. CONSENT AGENDA
- A. Request approval for the Clerk of Court to pay vouchers for April 2014 totaling \$2,070,085.91
 - B. The Washington County TDC is requesting permission to purchase a

- 2014 Ford Escape through the state contract bid with Don Reid Ford in Maitland, FL
- C. The Washington County TDC would like approval to apply for a Community Planning Technical Assistance Grant through the Florida Department of Economic Opportunity that closes June 6, 2014
 - D. The Washington County EDC would like approval to apply for the Community Planning Technical Assistance Grant through the Florida Department of Economic Opportunity that closes on June 6, 2014
 - E. Award SHSGP Continuity of Operations Plan re-write and training project to Disasters, Strategies, Ideas Group
 - F. Chipola Regional Workforce Development Board Reappointment
 - G. Healthy Families North Florida Program would like to renew the current Memorandum of Understanding and Commitment between Habilitative Services Healthy Families Program
 - H. Bay, Gulf, Holmes, Washington Regional Transportation Partnership recommendation of project and appointment of Commissioner Abbott
 - I. Campbell Park - Cell Tower Lease Agreement
 - J. School Bus Shelter Procedures
 - K. Request approval to waive requirement for High School Diploma for skilled labor positions only
 - L. Insurance Consultant Brokerage Services/Agent of Record recommendation for Risk Management Associates, Inc./Public Risk Insurance Agency
 - M. Accept North Florida Construction's Bid for Dorch Circle in the amount of \$79,841.30
 - N. Quote in the amount of \$12,389.91 from Thompson Caterpillar for transmission rebuild
 - O. Request approval to pay \$100,000.00 from MSBU budget to MSBU loan repayment
- Commissioner Pate offered a motion, seconded by Commissioner Abbott and carried to adopt the above consent agenda. The motion carried unanimously.**

VI. AGENDA ITEMS

- Native Wildflowers in Washington County, Florida - Kathy Foster

addressed the Board in reference to adopting a Proclamation to support wildflowers.

Eleanor Dietrich, Panhandle Wildflower Alliance, provided the Board some background on wildflowers in Washington County.

Dusty Moss provided the Board information on how the Florida Department of Transportation will work with the Counties, advising the effort is statewide.

Eleanor Dietrich addressed the Board in reference to the resolution.

Commissioner Pate offered a motion, seconded by Commissioner Brock and carried to approve the resolution titled, Dealing with the Planting of Native Wildflowers in Washington County, Florida. The motion carried unanimously.

Mr. Mike DeRuntz spoke on Native Wildflowers and their locations.

- DOT Sidewalk Design Contract CR-273 - Stacy Webb, Grants Coordinator. Cliff Knauer, County Engineer provided Stacy Webb with copies of the contract. The Board reviewed the contract.
- SHIP Housing Rehab Supervisor - Stacy Webb, Grants Coordinator advised the Board she has discussed the contract with County Attorney Jeff Goodman and they did not foresee problems with the way the contract is written. The contract contains a termination clause, which is very generous on the county's end.

Commissioner Gothard asked if it had been checked on as instructed, if the Building Inspector could be used.

Stacy Webb advised that she did call, but has not heard back.

Stacy Webb advised the Board she and County Attorney Goodman had discussed the issue of it being a fine line as well as being an ethical issue.

County Coordinator Corbin advised the Board he contacted the Building Official who in turn advised him that he contacted BPR and he was told it would take some time for a response but they did not see a problem.

Stacy Webb advised the Board she has called but has not received a response from The Florida Housing Coalition. The decision is the pleasure of the Board.

Stacy Webb advised the Board there are a lot of housing waiting.

Chairman Bush advised that he does not want to hold the program up. He expressed concern about James Guy doing the inspections.

Chairman Bush expressed concern about liability.

Attorney Goodman advised the Board is protected by making him an independent contractor.

Marla Hayes, Human Resource, advised the Board she feels it is a fine line regarding a medical issue.

Stacy Webb, Grants Coordinator advised the Board if at any point they would like to change the way the contract is written, termination is an option.

Commissioner Gothard advised the Board she would like it on record the Board is being asked to approve a contract and agreement that they have never seen.

County Attorney Goodman advised the Board he sent Stacy an

amended contract before the workshop the prior week, which is the contract that he intends on the Board using forward.

Commissioner Abbott offered a motion to accept the contract.

Commissioner Brock expressed concern about Mr. Gordan doing the work.

Stacy Webb advised the Board if that were the pleasure of the Board, she would need a motion to disregard the request for qualifications that she has received because she has advertised twice for this position.

Commissioner Brock suggested adding the SHIP duties to the current contract with the Building Inspector.

Commissioner Abbott expressed concern about not having the SHIP process held up any longer.

Attorney Goodman advised the Board the way the contract is written, more than one can be hired.

Attorney Goodman advised the Board he did not want the Building Inspector to be caught in a dual conflict role. If the state does not have a problem, he does not have a problem.

Commissioner Gothard addressed the Board that the contract was done prior to today.

Attorney Goodman advised he sent Stacy Webb a copy of the contract the morning before the workshop, last Wednesday.

Commissioner Gothard asked County Coordinator Corbin if he had the contract.

County Coordinator Corbin advised Commissioner Gothard he did not.

Stacy Webb advised the Board the bids can be thrown out that were advertised twice in order for the request for qualifications to all Mike Gordan to submit. She went on to advise the Board she does not know his rates or any other information.

Commissioner Abbott offered a motion, seconded by Commissioner Pate to accept the contract.

Chairman Bush addressed the Board he does not have a problem with the motion other than they are accepting a contract they do not have.

Attorney Goodman offered to go through the contract with the Board or it can be tabled.

Commissioner Gothard advised County Coordinator Corbin the Board has to have the items in front of them before the meeting. They cannot vote on things they have not seen.

County Coordinator Corbin advised Commissioner Gothard that he guarantees before anything else is brought before the Board by the staff, there will be an e-mail sent out today and if they violate that, they will be disciplined.

Chairman Bush asked Commissioner Abbott to withdraw his motion. The contract will be picked back up under the Attorney section.

Commissioner Abbott withdrew his motion on the SHIP housing rehab supervisor.

Chairman Bush advised the DOT Sidewalk Contract would be moved to

the County Engineer section.

- Technical Assistance Grant for the Planning Department - Mike DeRuntz, Washington County Senior Planner provided the Board information on the grant. He requested approval to submit for the grant, which if approved would be used for updating the future land use map and the land development code.
Commissioner Abbott offered a motion, seconded by Commissioner Pate and carried to submit for the Technical Assistance Grant for the Planning Department.

- Falling Waters Road - Commissioner Brock expressed concern about a hill located on the above referenced road that is a safety issue.

County Engineer Knauer addressed the Board in reference to Falling Waters Road.

The Board discussed Falling Waters Road.

Mr. Dallas Carter spoke on Falling Waters Road.

County Engineer Knauer advised the Board he could work on the legal descriptions, easements, and meet with landowners.

Chairman Bush advised County Engineer Knauer to do that as well as provide the Board with a preliminary design on the hill portion as well as obtain the right-of-way and work with the utility companies.

Commissioner Abbott advised the Board the citizens giving right-of-way expressed concern about a time line.

Commissioner Gothard asked if the PW would have to be altered stating improved project to be able to use the full \$92,000.00.

County Engineer Knauer advised that could be done.

County Engineer Knauer gave an estimate of \$150,000.00 to fix the safety issue using a contractor but less if, the county fixed it.

- Traffic Signal Maintenance Agreement - Jeff Goodman, County Attorney provided the Board some history of the agreement. **Commissioner Abbott offered a motion, seconded by Commissioner Pate and carried to accept the Traffic Signal Maintenance Agreement with DOT for the signals within the county that are covered.**

Chairman Bush opened the non-agenda audience section.

There were not comments.

- State Highway, Maintenance, and Compensation Agreement - **Commissioner Brock offered a motion, seconded by Commissioner Pate, and carried to approve the State Highway, Maintenance, and Compensation Agreement pending County Attorney Goodman's approval of the agreement for 2,488.07.**
- Blue House - Harold Bazzel, Clerk Ad Interim addressed the Board if the County needs the blue house the Clerk's Office will relocate the records stored there. **Commissioner Gothard offered a motion, seconded by Commissioner Brock to allow the Guardian Ad Litem to move to the blue house location at their expense.**

Roll Call

Commissioner Gothard -	Yes
Commissioner Abbott -	No
Chairman Bush -	Yes
Commissioner Pate -	No
Commissioner Brock -	Yes

The motion carried 3-2

County Coordinator Corbin and Clerk Ad Interim Bazzel discussed relocation of the furniture that has been stored in the blue house.

VII. COUNTY ENGINEER

1. Dorch Circle - This item was approved on the consent agenda.
2. Sylvania Road - East side drainage problem would take approximately 24' pipe that would have to be put in the ground about eight feet for \$8,000.00, Type C inlet, and right-of-way.

Chairman Bush expressed concern about the drainage being the counties problem.

Commissioner Brock suggested a blockade.

3. Sylvania Road Second Drainage Location - In order to fix the situation with the water jumping the road way is 100 x 2 foot section of retaining wall, and 36-inch culverts that will relocate the water to the cross drain.

The Board discussed the drainage situation and possible solutions to prevent flooding the individual's yard.

4. DOT Sidewalk Design Contract - Chairman Bush advised an extension has been requested but not granted yet.

Chairman Bush advised he needs a motion for an approval to enter into the agreement pending DOT's extension.

Commissioner Abbott offered the above motion, seconded by Commissioner Pate and carried unanimously.

5. Gainer Road - County Engineer Knauer advised the Board the drainage ditch the county currently has an easement on needs to be rerouted.

Commissioner Gothard clarified with County Engineer Knauer the above is in reference to Joe Neel Road.

County Engineer Knauer agreed and went on to say HMGP funds might be an option to fix the drainage.

6. NRCS - County Engineer Knauer advised the Board NRCS has sent letters asking a letter be submitted requesting assistance.

Commissioner Brock suggested putting Gainer Road on CDBG when the grants become available.

The Board discussed drainage issues.

County Engineer Knauer advised the Board all the core permits that had been applied for have been received.

The Board discussed Dorch Circle.

Commissioner Brock suggested to Dallas Carter to choose which FEMA projects to bid.

Dallas Carter suggested the larger projects.

VIII. COUNTY COORDINATOR

1. County Coordinator Corbin introduced Robin Riley to the Board.

Robin Riley, Public Risk Insurance Agency/Brown & Brown, introduced herself to the Board and provided some history of the clients they have worked with.

2. Equestrian Center - County Coordinator Corbin advised he would like to see the center bid out/put back on the market.

Chairman Bush suggested bidding services through a realtor.

County Attorney Goodman requested a list of properties the Board would like advertise for sale and he would address the process at the June meeting.

Chairman Bush advised to use the previous list.

County Coordinator Corbin advised the Board that he is looking at prices of carpet for the front hall and foyer at the annex.

The Board, Clerk ad Interim, Bazzel, and County Coordinator Corbin discussed different types of tile.

It is the consensus of the Board for County Coordinator Corbin to proceed.

Mr. Dallas Carter advised the Board he selected one PW from each grading area. The scope of work needs to be rewritten on the PW's before the work is contracted out.

Mr. Carter identified the projects that he and Mr. Evans have selected and the estimated cost.

Suggested Road List for Bid

Area 5 -

Greenhead Grade (Greenhead Road)

Estimated Cost - \$359,514.00

Area 4 -

Gilberts Mill Road

Cypress Creek

Kent Road (North and South)

Pike Pond

Rudd Road

Vickery Road

Estimated Cost - \$436,477.00

Area 3 -

Metcalfe Road

Morrell Ave.

Oma Road

Trailblazer

Keen Kutter

Ferguson Road

Ebenezer Road

Potter Springs

Estimated Cost - \$393,956.00

Area 2

Laster Road

Worley Road

Cheverie Circle

Hartzog Road

Coon Hollow Road

Dottie West Road

Estimated Cost - \$94,821.00

Area 1

Harcus Road

Island Hill Drive

King Road

Hammond Road

Bess Nook Road

Lee Road

Pipkin Road

Estimated Cost - \$308,105.00

Chairman Bush advised FEMA needs to be contacted and the PW's modified.

Commissioner Gothard clarified that the cost is \$1,590,926.00.

Commissioner Gothard asked Deputy Clerk Brantley if the Board had \$1,590,000.00 if they are put out to bid.

Deputy Clerk Brantley addressed Commissioner Gothard that she cannot say that right now.

Commissioner Abbott offered a motion, seconded by Commissioner Pate and carried to bid all the roads out as suggested by the Public Works department.

Commissioner Brock spoke on not having money to hire employees.

Marla Hayes addressed the Board in reference to there still being FEMA money but it cannot be used because the PW's are not complete.

Chair Bush addressed the Board that he has a motion and second to go ahead and proceed with changing the five large PW projects over to contractual and a bid package be put together to bid them out.

The motion carried unanimously.

County Coordinator Corbin asked if the Board would like him to pursue looking for a county pit.

Chairman Bush advised to bring a recommendation to the Board.

IX. CLERK

Interim Clerk Bazzel advised the Board there is a little over \$2.5

million in the transportation fund, with \$492,000.00 that has not been spent for projects.

Ad Interim Clerk Bazzel addressed the Board in reference to the ongoing phone problems that the Clerk's Office has had since moving to the annex. He suggested upgrading the phone system for the county offices. The estimate received from AT&T is \$12,500.00. The estimate includes equipment and phones in the county annex.

X. DEPUTY CLERK - None

XI. COUNTY ATTORNEY - Attorney Goodman went over the projected SHIP contract with the Board.

County Attorney Goodman and Stacy Webb, Grant Coordinator recommended to the Board the approval of the contract as written.

Commissioner Pate offered a motion, seconded by Chairman Bush for the purpose of discussion.

Roll Call Vote

Commissioner Brock	-	No
Chairman Bush	-	Yes
Commissioner Pate	-	Yes
Commissioner Abbott	-	Yes
Commissioner Gothard	-	No

The motion carried 3-2.

County Attorney Goodman proposed a courthouse committee to the Board. The suggested committee is David Corbin, County Coordinator, Alan Bush, Acting Chair of BOCC, County Attorney Goodman, a member of the bar that uses the courthouse, Judge McClellan, Patterson, and Peel, Amber Baggett, 14th Judicial Circuit, Jan Shadburn, Harold Bazzel, Interim Clerk of Court, and Bobby Haddock, Sheriff.

The committee has no authority outside the Board.

Commissioner Abbott offered a motion, seconded by Chairman Bush to accept the above-suggested committee.

Chairman Bush suggested forming the committee as suggested and additions can be added later.

Commissioner Brock suggested each Board member appoint a citizen member.

Chairman Bush referenced the current motion on the table.

The motion carried unanimously.

County Attorney Goodman asked the Board for approval to advertise the RFQ for architectural services for the Courthouse. It is set up for the bid to be due by July 2, mandatory pre-bid conference set for late June, and interview process July 14 - 19.

Commissioner Abbott offered a motion, seconded by Commissioner Pate and carried unanimously to advertise the RFQ for architectural service for the Courthouse.

XII. ADJOURN - **Commissioner Abbott offered a motion, seconded by Commissioner Gothard and carried to adjourn.**

Chairman Bush

Deputy Clerk Brantley