

BOARD OF COUNTY COMMISSIONERS
Washington County, Florida
Board Meeting
1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush	Charles Kent	Tray Hawkins Chairman	Todd Abbott Vice-Chairman	Steve Joyner

I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation/Pledge – Jeremy Craft, Pastor, Piney Grove Freewill Baptist Church, which was followed by the pledge.

The Washington County Board of County Commissioners met for a board meeting at 9:00 a.m., on Thursday May 24, 2018.

Present were Chairman Hawkins, Vice-Chairman Abbott, and Commissioners Bush, Kent, and Joyner. Also present were Jeff Massey, County Administrator, County Attorney Fuqua, Fuqua, Milton, & Carter, PA, Lora C. Bell, Clerk, and Risha Brantley, Deputy Clerk.

II. PUBLIC HEARINGS

- Florida Building Code and National Electric Code Ordinance – Attorney Fuqua read the title of the ordinance.

There were no comments from the public. Chairman Hawkins closed the public hearing.

- Senior Citizen Homestead Exemption Ordinance – Postponed until next month.

Addition – Mowing and Tree Cutting - Commissioner Joyner

Addition – Grandparent’s Alienation Proclamation – Chairman Hawkins

III. ADOPT THE AGENDA – **Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to adopt the agenda.**

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.

- Dorothy Place, 3275 Sears Road, Chipley, Florida expressed concern about maintaining debris falling on her property from trees that are located on a neighboring vacant lot, vacant land being taxed, lack of deputies, and the need for additional county revenue.
- Conrad Futch, 3222-A Lakeshore Drive, Chipley, Florida provided pictures to the board for their review. He expressed concern about the lack of parking at Lucas Lake Boat Ramp.

V. CONSENT AGENDA

- Adoption of April 26, 2018 Board Minutes
- Approval of April Vouchers totaling \$1,413,279.30
- Approval of the RFP for Audit Services to be advertised
- Approval of the Agreement for Code Enforcement Special Magistrate – John McDaniel, PA
- Purchase Contract for old Project Pipe Capital Improvement Project - \$750,000.00
- Approval of the grant application for the Inter-Local Agreement for Proposed

Water/Sewer Grant for the City of Vernon

- FDOT Highway 77 Widening Project – Approval of Resolutions and Easement Agreements from the Florida Department of Transportation regarding county-owned property amid the State Road 77 widening project
- Public Services Policy Manual – Library
- Unused Sick Leave Policy
- Approval of 2018 Mud Hill Landfill Environmental Services with Dewberry Engineers - \$11,800.00
- Approval for Survey for Greenhead Property for Voting Precinct and Fire Department
- Resolution to deed the voting precinct building located at the corner of Spring Pond Road and State Road 77 to the Florida Department of Transportation
- Approval for a boundary and topographic survey by Southeastern Surveying for the new fire department at the corner of Spring Pond Road and State Road 77 in Greenhead - \$3,600.00
- Reimburse Clerk of Court for FEMA audit fees in the amount of \$3,000.00 for John Hamilton

Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to approve the consent agenda.

VI. AGENDA ITEMS –

- Nestle Donation \$15,000.00 – Kent Koptiuch, Nestle Water expressed to the board that they are pleased to contribute in making Culpepper Landing a safer place to launch.
- 2018 – 2019 Public Library Construction Grant – Susan Cook, Library addressed the board. The library applied for a building fund grant last year for 2018 - 2019, which was ranked second in the state, however no building

grants were funded for that period. Resubmitting the same grant by sending a letter of intent would allow the point system to remain in place that was previously assigned. In the letter of intent, the chairman will be updated to reflect Chairman Hawkins.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve of the library submitting a letter of intent recognizing Chairman Hawkins as the new chairman for the public library construction grant.

- Florida Building Code and National Electric Code Ordinance – Dana Whipple, Building Official

Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the Florida Building Code and National Electric Code Ordinance.

- 2018 – 2019 Operating Plan Between Florida Forest Service, Washington County BOCC, and Washington County Fire Departments – Officer Shiver

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve the 2018 – 2019 operating plan between the Florida Forest Service, Washington County BOCC, and Washington County Fire Departments.

- Usery Road Sidewalk Project Construction Agreement and Resolution – Karen Shaw, Grants/Special Projects Coordinator informed the board that the resolution authorizes the chairman and clerk to sign the construction agreement for Usery Road Sidewalk.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve of entering into the agreement for the Usery Road Sidewalk.

- Inter-local Resolution – City of Vernon – Karen Shaw, Grants/Special Projects Coordinator updated the board. The resolution is for a job growth grant fund for \$985,000.00 that will be submitted with the application. An agreement almost identical to this one was approved by Vernon earlier this week.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to accept the resolution.

Chairman Hawkins informed the public that discussion was held in the previous meeting on this in regards to extending water and sewer to the north side of the creek.

- Mowing and Tree Cutting – Commissioner Joyner expressed concern about lawn services not being bid. There are expenditures over the last four months totaling \$10,700.00 to a specific lawn service.

He questioned why the new lawn mowers that the county purchased being used for in house services.

There was an expense at the library for \$4,500.00.

In the past, trees were removed from the annex, using one company to do so.

Chairman Hawkins requested that updating the board's procurement policy be moved up in regards to priority.

Marla Hayes, Human Resource advised the board that a draft is currently in progress.

Commissioner Bush suggested compiling a list of capable, local services and rotating them.

Chairman Hawkins suggested including the bids on the county website.

Commissioner Bush advised that in some cases certain items cannot be put off, such as mowing and tree services.

Johnny Evans, Public Works advised the board that he reached out to three vendors and received a quote from one vendor.

The tree needed to come down.

After the tree was removed, one other vendor provided a quote, but never the third.

Chairman Hawkins expressed concern about ensuring there is documentation. In house services should be used when possible.

County Administrator Massey advised the board that inmate crews have been down by two crews.

In reference to the mowing of the annex, what was done he felt was necessary.

From this point forward, they will mow the grass.

Commissioner Bush commended County Administrator on the improvements to the landscape at the annex.

Commissioner Joyner informed the board that he was doing his job addressing the issue. The annex does look good. For clarification purposes, he does not expect County Administrator Massey to mow the annex.

Commissioner Bush updated the board. He had received an expression of concern that tree trimming was needed on Pioneer Road at the S curve, east of Wausau. Another location that was referenced is at the end of where it comes in to Orange Hill Highway.

Johnny Evans, Public Works advised it was cut back at the beginning of the year.

Commissioner Bush requested Johnny Evans check on the S curve location.

- Grandparent Alienation Proclamation – Attorney Fuqua read the proclamation.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to proclaim June 14, 2018 as Grandparent Alienation Awareness Day.

Chairman Hawkins called a recess at 9:42 a.m. The meeting was called back to order at 9:55 a.m.

- VII. COUNTY ENGINEER – Cliff Knauer, Dewberry Engineers, Inc. updated the board.

- Pate Pond Boat Ramp – Years prior the dock was replaced as well as the ramp with FBIP money. This has to remain a public ramp.

Commissioner Joyner informed the board there is a boat ramp ordinance regarding parking on a boat ramp.

- Orange Hill Highway – The highway is currently staked out, including the culverts. The location is ready for the county to begin earthwork. The bid package has been completed and sent to the county attorney for review.

Sodding and seeding, and mulch will be set up as alternate bid items. The paving will be the base bid.

County Engineer Knauer confirmed with the board that he would bid it out two ways, which are 1) put an 1 ½ out and one lift and they are done with the alternate for seed and mulch and alternate for sod and 2) Two one inch lifts of nine five were alternate options were provided to the board. (48:07)

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to bid the work on Orange Hill Highway both ways.

- Culpepper Landing – County Engineer Knauer addressed the board in reference to preparing the plans for the final bid (\$10,000.00) and for the CEI/inspection (\$8,000.00).

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve of Dewberry proceeding with the plans for

\$10,000.00 and the CEI/inspection for \$8,000.00.

- Kent Road – County Engineer Knauer updated the board on Kent Road is progressing well. The plans have been updated in some areas.

Commissioner Abbott requested that County Engineer Knauer ensure that Wanda Rainey is addressed.

- Geotech – County Engineer Knauer updated the board. Southern Earth Science has looked at the bridge and provided a cost of \$1,400.00 per day for MOT, which was estimated at two days.

Single lane traffic will be used.

Chairman Hawkins made a request to reach out to a company in reference to the MOT.

Chairman Hawkins updated the board per Karen Shaw, the Department of Transportation was receptive to the request on the right-of-way issue to pave Spring Pond Road for 500’.

VIII. PUBLIC WORKS – None

IX. COUNTY ADMINISTRATOR – County Administrator Massey updated the board on the weather. Precautions have been taken.

- Animal Control – Sheriff Crews addressed the board in reference to animal control. The sheriff’s office has shown support of animal control. The office has to respond if an animal control call is received, however the patrol officers

are not setup to handle them.

Sheriff Crews requested the board make the current situation a priority.

Marla Hayes, Human Resource advised that the advertisement would be put out today.

County Administrator Massey updated the board. Two public works employees have volunteered to assist after hours until the position is filled.

The deputy handling calls does not have a way to transport.

Chairman Hawkins informed the board that a request has been made to certify two county employees for relief purposes.

Commissioner Joyner spoke on the great expense and time that is spent on animal control.

Lynne Abel, Emergency Management advised the board there are no contracts with any municipalities for animal control.

Deputies nor animal control are trained to deal with certain calls, for example snakes. These calls come in and this needs to be addressed.

Commissioner Bush commended Lynne Abel, Sheriff Crews, and all the individuals that have stepped up to assist with animal control.

He suggested not making the position advertisement so limited.

Marla Hayes, Human Resource updated the board. There is an option to move it up to the next pay grade, \$13.40 or the next, \$15.10.

County Administrator Massey addressed the board. The policy states that employees working over will be paid comp time. As an incentive to the employees working over, would the board approve of paying the employees that work on the weekends from the animal control budget?

Marla Hayes, Human Resource advised the board the policy states the employees receive comp time.

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried that the employees that work after hours or on weekends to assist with animal control receive pay instead of comp time and the expense would come out of the animal control budget.

Commissioner Joyner questioned if William Wages will recertify.

Marla Hayes, Human Resource advised the board that he would continue as he is. He will not be paid for after hours. The board previously increased the salary on a continuous basis for him to take after hour calls.

Chairman Hawkins commented that William Wages both gets certified and be the other nighttime call or it goes away.

X. CLERK – None

XI. COUNTY ATTORNEY – Attorney Fuqua addressed the board.

- Vernon Library Deed – The deed has been prepared and forwarded to the Town

of Vernon's attorney.

- Skipper Deed – The Skipper deed has been prepared and given to Marla Hayes, Human Resource awaiting a clear title.
- Procurement Policy – A draft has been provided to Marla Hayes, Human Resource and Jeff Massey, County Administrator.
- Half Cent Sales Tax – The school board intends to request the board include a referendum on the next ballot for a half-cent sales tax for technology.
- Accounting Services RFP – For clarification purposes, the committee will consist of the clerk, chairman, and John Hamilton.

Chairman Hawkins included Marla Hayes, Human Resource, and Jeff Massey, County Administrator.

Clerk Bell included Johnnie Pettis, Finance Director.

- Surplus Property – Attorney Fuqua updated the board. A draft policy in reference to surplus property has been created. The draft addresses property acquired through tax sales, non-tax deed sales, and personal property.

XII. ADJOURN – *Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to adjourn.*

Deputy Clerk Brantley

Date Board Approved