

BOARD OF COUNTY COMMISSIONERS
Washington County, Florida
BCC Workshop
1331 South Blvd., Chipley, FL 32428

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

- A. Call to Order – Chairman Hawkins
- B. Invocation/Pledge – Jeff Massey offered the prayer, which was followed by the pledge.

The Washington County Board of County Commissioners met for a workshop on August 15, 2018 at 9:00 a.m.

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

II. ADOPT THE AGENDA

Agenda Additions - Asphalt Paving, Randy Shane, and Resolution for Keller Easement Abandonment, Attorney Milton

**Commissioner Abbott, offered a motion seconded by
Commissioner Kent and carried to adopt the agenda.**

III. AGENDA ITEMS

- City of Chipley – Affluent Disposal – Dan Miner advised the board that they are seeking additional capacity for the spray field. A site has currently been identified, and is being tested. The project is estimated at \$15 million. Currently \$2.4 million has been secured for the acquisition.

A grant application has been submitted to Water Management for \$2.3 million, leaving a balance of \$13 million, in the event the grant from Water Management is approved. Another grant is being looked at through the Department of Environmental Protection. A shortfall of \$4 - \$5 million is expected.

Ted Everett suggested applying for a Governor's Growth Fund, and would like the board to authorize Karen Shaw to write the grant. If the grant is approved an ILA will have to be done between the city and the county, so that any claw back will go back to the city.

Dan Miner updated the board. The three fields the city currently has will be eliminated.

The new site is 485 acres. The portion that is not needed will be put back on the market.

The plan is designed for \$1.2 million gallons.

Chairman Hawkins advised the board that he has held discussion with Karen Shaw in regards to writing the grant and she has expressed her willingness to do so as long as she has the documents needed and assistance from Jim Town and others.

Chairman Hawkins commented that the county still does have the ability to develop the south side of I-10.

Dan Miner advised that they are currently permitted for 85,000 per day south of I-10.

Ted Everett requested board approval to apply for the Job Growth Grant.

This item will be listed on the consent agenda.

- Code Enforcement and Animal Control – Margaret Riley, Wausau Town Clerk addressed the board on behalf of the mayor and the Town of Wausau on code enforcement and animal control expressing concern about Wausau being left out.

Chairman Hawkins advised Margaret Riley that the service will be offered. The process had been held up due to lack of staff in that area.

It has been asked of county staff to compile a cost for the services. The figure will be figured by the cost of the programs, divided by the population in Washington County, and multiplied by the population in each municipality.

Marla Hayes, Human Resource updated the board. The intent is to have a cost to present to the board at the meeting in September.

Margaret Riley advised the board that they currently pay \$65.00 per animal and they transport the animal to the shelter.

Lynne Abel, Emergency Management updated the board. The Town of Wausau catches the animal and relocates the animal to the animal control truck. The county then does a transport.

The Town of Wausau has transporting since the county staff has been limited.

A memorandum of understanding would need to be in place to cover jurisdiction concerns. It should also be documented that the county ordinances would be the ones that would be enforced in the municipalities.

Attorney Milton offered to create an interim inter-local agreement until there is something put in place.

Lynne Abel advised the board there aren't any written agreements in place with the municipalities.

Jeff Massey, County Administrator advised the board the fees are covered in the county ordinance.

Chairman Hawkins suggested to include in the memorandum of agreement that the municipality traps the animal, and the county will transport. Also, the county has jurisdiction in the event there is an animal cruelty case.

Jeff Massey advised the board that the current animal control ordinance is being reviewed.

Chairman Hawkins advised that the municipalities ordinances will have to be identical to the county's.

The decision was for County Attorney Milton to compose an agreement, for the meeting next week.

Jeff Massey advised that the full cost needs to be looked at from the

point the county employee leaves the office.

Chairman Hawkins advised Margaret Riley that he and the county attorney will be at the Town of Wausau's meeting in October.

- Tri-County Airport Authority Board Appointment – Tray Hawkins, Chairman requested approval to appoint Rick Kerr to the Tri-County Airport Authority Board.

Rick Kerr accepted the appointment request.

The appointment will be listed on the consent agenda.

- Text to 911 – Clint Erickson, E-911 Coordinator updated the board. The current cost for E-911 phone expenses is \$1,650.00 per month. The current systems are not all NextGen capable. Every five years the system can be updated via grant funds. This is currently the fourth year.

Changing everything from analog to IP services is quoted at \$2,042.00 per month.

He suggested to look at the services next year, advising the board they may need additional funding.

- Asphalt – Randy Shane addressed the board for informational purposes on chip and seal, which has a life expectancy of 10 (ten) years.

County Engineer Knauer spoke to the board about chip and seal, advising that he has not had a good experience with it.

Drainage and base is key to the life expectancy. Hot mix asphalt is more cost effective for the quantity.

- IV. PUBLIC WORKS SUPERVISOR – Johnny Evans addressed the board. The quote for the bridge on Hard Labor is \$26,925.00. The funds are available in the transportation budget contingency line item.

This item will be listed on the consent agenda to proceed with contracting with Ferrovial Services for \$26,925.00.

Commissioner Abbott requested an update on Orange Hill Road paving.

Johnny Evans advised that they are pouring headwalls August 16, and looking at the clippings the beginning of next week.

Commissioner Bush requested Johnny Evans check Davidson Road at the location where the new culverts were installed.

- V. COUNTY ENGINEER – County Engineer Knauer, Dewberry Engineers addressed the board.

- Twin Pond Road – The preliminary alignment has been composed. alignment. Additional right-of-way will be required from the residents.

Residents from Twin Pond Road attended the meeting spoke from the audience on the road conditions.

County Engineer Knauer suggested the board submit for legislative

funding to assist with this particular project.

Legals need to be put together for the right-of-way easement, and a lot of clearing and earth work will need to be done.

Chairman Hawkins confirmed that there is no way to prevent water from flowing in the pond.

Chairman Hawkins directed County Engineer Knauer to check on the feasibility of right-of-way.

County Engineer Knauer suggested setting up a community meeting.

Chairman Hawkins suggested checking with the City of Vernon to use their board room for the meeting since it is closer.

- Kent Road – County Engineer Knauer advised the board that a date needs to be selected for a community meeting to obtain right-of-way signatures, suggesting to schedule it for the third week of September.

The right-of-way will be staked out before the meeting.

- Obie Street – County Engineer Knauer advised the board that Obie Street has been approved to bid. The Department of Transportation requires a separate firm do the CEI if a road ties into a state highway, which is the case with Obie Street on both sides.

He suggested Melvin Engineers doing an extension to one of the other county projects.

Advertising for those services would extend the process.

Chairman Hawkins advised County Administrator Massey to contact Melvin Engineers.

- Legislative Projects – County Engineer Knauer suggested that Twin Pond may be a viable project to submit.
- Orange Hill Highway – County Engineer Knauer advised the board that he received the LBR report that was done by J & M Testing this morning.

The LBR that was taken to J & M was submitted by Dewberry from the pit; not the roadway. The LBR shown is 111.

Commissioner Abbott advised County Engineer Knauer that the board is ready to proceed.

Chairman Hawkins advised County Engineer Knauer if there is no opposition from the board, Twin Pond is okay for the legislative project.

Chairman Hawkins called a recess. 10:20 a.m. – 10:29 a.m.

VI. COUNTY ADMINISTRATOR – County Administrator Massey addressed the board.

- Greenhead Fire Department Engineering Costs – County Administrator Massey requested approval of the proposal for \$15,000.00 received from Dewberry Engineering to perform services for the future Greenhead Fire Department location. The expense would be paid out of the \$46,250.00 received from the Department of Transportation for a previous land

purchase from the county.

This item will be listed on the consent agenda.

- Board Appointment for Insurance Consortium – County Administrator Massey advised the board as being a part of the insurance consortium, a board member is required to provide representation at their meetings, in which all are required to be attended.

The board consensus is that Chairman Hawkins will be appointed to attend the meetings.

This item will be listed on the consent agenda.

- MSBU Meeting – County Administrator Massey advised the board the MSBU committee is seeking a 20 hour per week coordinator with a pay range of \$16.80 per hour per the meeting held 8/14/18, which MSBU voted to bring before the board. The employee would be a county employee.

Commissioner Bush confirmed with the county attorney that there are not any issues with MSBU funds being used to fund a county employee.

Chairman Hawkins advised that the employee tasks would be strictly MSBU.

The employee would be paid for mileage in the event they travel for MSBU business, such as checking roads, or meetings.

The board agreed to advertise for the MSBU Coordinator position.

County Administrator Massey updated the board. The fountain restoration and the electronic sign is currently in progress.

He and Gary Hartman will be working on the MSBU budget. The MSBU Board would like to include a line item in the budget for road improvements.

Commissioner Abbott requested an update on the FEMA funds.

County Administrator Massey advised that \$2 million should be received shortly.

Chairman Hawkins provided an update. There are (16) sixteen projects in final review at the state level. The remainder of projects/money are at the federal level. It has been suggested that funds will be received in September with the additional estimated for December.

Chairman Hawkins confirmed with Clerk Bell that \$1.8 was received a couple of months ago.

County Administrator Massey suggested scheduling a budget workshop next Thursday, at 1:00 p.m.

VII. CLERK – Clerk Bell addressed the board.

- July Vouchers totaling \$1,061,231.50 – Clerk Bell requested approval of July vouchers.

This item will be listed on the consent agenda.

- RFP for Auditing Proposal – Clerk Bell advised the board that all the committee evaluations have not been received. Proposals were received by (4) four firms. This item will be listed on the next regular agenda.

Marla Hayes, Human Resource suggested that the committee’s rankings will be provided to the board and the board will decide how to proceed from that point.

VIII. COUNTY ATTORNEY – Attorney Milton addressed the board.

- Interim Contract with Northwest Florida Housing Authority for the Section 8 Housing –
- Appointee to the Northwest Florida Housing Authority Board

Marla Hayes, Human Resource advised the board that they need board approval for them to proceed with to entering into a contract with Northwest Florida Housing Authority for the Section 8 Housing.

Attorney Fuqua advised the board the contract is an interim contract, until the transfer officially takes place.

Contingent upon entering the contract the board needs to appoint someone to the Northwest Florida Regional Housing Authority Board.

The board’s direction is to appoint Chairman Hawkins to the Northwest Florida Regional Housing Authority Board.

This item will be listed on the consent agenda.

- Greenhead Fire Department Lease – Attorney Milton addressed the board. The intent is to construct a new building for the Greenhead Fire Department on county property.

He suggested to the board to enter into a long term lease with the volunteer fire department.

The fire department will construct the building, the property is owned by the county, leased under a long term lease, county would insure the building, and the fire department would maintain the building.

A draft agreement has been prepared for all parties' review.

The direction is Mr. Palmer will work with Attorney Milton in reference to the agreement as well as bring it before his department.

Mr. Palmer suggested that the lines should be clear in order to protect both parties.

- Resolution for Keller Property Easement – Attorney Milton advised the board there was an easement from 1986 in favor of the county. The easement went across a county road and extended north and south. There is language included in the easement that the county would construct a public right-of-way or public road within (2) two years from the date of the easement.

This has never been done.

The language in the easement should address this, which would mean there is no official abandonment.

The resolution is to state that the county is not asserting or claiming an interest in the easement property.

This will not affect any adjacent property owners.

Commissioner Bush updated the board. The property has been purchased from Mr. Keller and the new owners would like to take the (2) two parcels and combine them into (1) one, but the easement is mixed in the middle of it.

The resolution will be included on the consent agenda.

Attorney Milton advised the board that the property appraiser cannot consolidate the parcels without the county acknowledging that the county is not claiming or asserting any interest and the reversion language is acknowledged in the easement.

Attorney Milton advised the board the ordinance stating that senior citizens don't have to reapply every year for homestead and the ordinance for the sale of surplus property are ready for approval.

Marla Hayes, Human Resource advised that public hearings will be held on the ordinances next week and they have been advertised.

Commissioner Joyner advised the board that he would like to see them aggressively pursuing the purchase of a water truck, and spreader truck

and also a way to spread the tack.

The board held discussion on the above as well as a sanding truck.

Johnny Evans advised the board that his budget cannot cover the purchases.

Chairman Hawkins advised Johnny Evans that they have extra funds to assist with items such as that, which will not be from public works budget, but a budget amendment.

The board expressed support to pursue the items.

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

Deputy Clerk Brantley

Date Board Approved