

BOARD OF COUNTY COMMISSIONERS
Washington County, Florida
Board Meeting
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 - Sheriff Crews

A. Call to Order – Chairman Hawkins

B. Invocation/Pledge – Pastor Mike Orr offered the invocation, which was followed by the pledge.

C. Oath of Office for Board Members

Todd Abbott was sworn in by Judge Peel.

Charles Kent was sworn in by Pastor Mike Orr.

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

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

III. ADOPT PREVIOUS MINUTES –

October 12, 2018 Special Emergency Board Meeting

October 16, 2018 Special Emergency Board Meeting

October 17, 2018 Special Board Meeting

October 21, 2018 Board Meeting

October 25, 2018 Board Meeting

Commissioner Abbott offered a motion, seconded by Commissioner

Kent and carried to adopt the above referenced minutes.

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.

- Mark Vatter addressed the board in reference to his property located on Hwy. 77, Greenhead. He requested that the two roads that cut through the property identified as 1st Street (road 1), and 2nd Street (road 2) be deeded to him. The roads are not used and do not lead anywhere.

County Attorney Fuqua advised that a formal request to abandon the property would need to be done as well as provide a legal description, and then run it in the newspaper.

The board’s direction is for County Administrator Massey to handle the request.

V. AGENDA ITEMS -

- Reorganization of Board –

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to appoint Tray Hawkins as chairman.

Commissioner Joyner offered a motion, seconded by Commissioner Hawkins and carried to appoint Todd Abbott as vice-chairman.

- FDOT Off System Bridge Replacement, Bridge No. 610020, Pioneer Road – Seth Gay, Engineer of Record and Alicia McDaniel, Project Manager advised the board in 2020 they intend to replace a box culvert on Pioneer Road that is currently structurally deficient. The road will be reconstructed on each side in order to tie in everything. A resolution has been submitted.

This is for informational purposes.

- State Aid to Public Libraries Grant – Renae Rountree, Library Director
Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the state aid grant agreement, certification, and annual plan of service.
- Usery Road CEI Rankings – Karen Shaw, Grants/Special Projects Coordinator – The required three responses for the Usery Sidewalk Project have been received and the team has scored and ranked them. The selection committee suggest awarding to David H. Melvin contingent upon negotiations and approval from the Department of Transportation.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to award the CEI on Usery Road to David H. Melvin contingent upon negotiations and approval from the Department of Transportation.

Karen Shaw advised the board if negotiations are not successful they will proceed to the next.

- Self-Contained Breathing Apparatus/Annual Flow Testing – Rick Kerr, Fire Coordinator advised the board that he has received two quotes from companies that do annual flow testing the breathing apparatus' used by county personnel. This has not been done the past couple of years. Flow test(s) were done on the equipment at the point of initial purchase.

Rick Kerr requested approval to have the testing done by NAVCO annually with the expense coming out of the public safety fund. NAVCO provided the lowest bid.

Commissioner Abbott offered a motion to approve of NAVCO performing the annual testing of the apparatus equipment. The motion was seconded for discussion by Commissioner Kent.

Commissioner Kent questioned if this would be done annually or is it a one-time occurrence.

Chairman Hawkins requested to look at a five-year agreement for next year.

The previous motion carried unanimously.

- West Florida Planning Council for Economic Development Administration Project – Commissioner Hawkins addressed the board. This is done post disaster and recovery resilience plan project. Bay County is willing to do \$10,000.00 if Washington County is willing to do \$10,000.00 and Emergency Management will do \$40,000.00. This will be a \$60,000.00 grant. It is an 80/20 grant. This will allow West

Florida to come in and break the projects down. This will be administered through CDBG as well as the EDA.

Commissioner Kent offered a motion to proceed.

Chairman Hawkins advised that funds will be used from the payment received from the hospital in December.

Commissioner Abbott seconded the motion, which carried.

- Compensation for Disaster Related Overtime – Commissioner Hawkins addressed the board. The current policy states that an employee has to physically work a 40-hour week in order to accrue overtime. The employees are being asked for holiday purposes to work on their days off; Saturday's in order to repair the roads.

Some employees will work Friday and Saturday following the days off for the Thanksgiving holiday.

This will only be for the holiday season. Annual leave cannot be used.

Marla Hayes, Human Resource advised Chairman Hawkins that Veterans Day should be included. This holiday fell during the week and some employees worked the following Friday and Saturday.

Commissioner Kent offered a motion, seconded by Commissioner Joyner and carried to approve of overtime on Friday and Saturday following the Veteran's holiday and the Thanksgiving holiday.

- Permitting Structure – Commissioner Hawkins suggested the board look at a permitting structure in order to prevent utility lines being placed at random places.

There needs to be something put in place via policy or resolution to prevent this.

Commissioner Joyner addressed the board. In some cases, the county is having to pay the cost for maintenance of damaged lines and the relocation of the lines that have been put on county right-of-way by companies.

Chairman Hawkins, County Administrator Massey, and Johnny Evans will put something in place.

- Coat Drive – Chairman Hawkins advised the board the annex is currently a drop off location for coats to assist residents of Bay County. Senator Gainer’s office will assist with the delivery to Bay County.

VI. COUNTY ENGINEER – Cliff Knauer addressed the board.

- Obie Street – Karen Shaw drafted a letter, which has been submitted to the Department of Transportation to cover the difference in cost on Obie Street, which was around \$20,000.00.
- Kent Road – Residents on Kent Road are continuing to request meetings in regards to right-of-way. An update will be provided at the December meeting.

- Legislative Packages – The intent is to submit the packages mid-December.
- Cope Road/Bonnet Pond Road – Some culvert extensions have been eliminated that were in the plans. There was a significant amount of wetland impacts as a result of the culvert extensions. These extensions have been replaced with guard rail to reduce cost and permit requirements.

The time period to come back before the board to award is January.

After the project is awarded the project will take an estimated 120-days.

- Culpepper Landing – The landing has been redone and submitted for permitting. There is an endangered muscle in Holmes Creek. Fish and Wildlife has to give approval to proceed before the Army Core will issue the permit.
- Debris Disposal Pits in Washington County – County Engineer Knauer brought up discussion about Washington County accepting wood chips from adjacent counties in some of the county dirt pits. The application cost is \$100.00, and there has to be a current signed and sealed boundary survey. FEMA does not issue checks until the chips are at an approved facility.

An equipment operator will have to be at the location to receive the chips, tickets, and be a spotter to ensure that unsuitable material is not brought in with the chips.

Over the years the chips will turn into topsoil.

County Administrator Massey advised that the permit would be for the intake of vegetative debris.

Commissioner Abbott expressed disapproval of outside debris being brought in and requested additional information.

Commissioner Hawkins suggested that it may be a revenue stream.

Commissioner Kent suggested to proceed with obtaining the permit, whether they use it or not.

Commissioner Bush questioned how does the intake of chip debris not fall under the compost regulations.

County Engineer Knauer advised Commissioner Bush that a plan has to be submitted to the Department of Environmental Protection, which shows how the chips are going to be placed. The intent is to use it for cover and slopes for building.

The debris can be stockpiled now on a temporary basis only, due to fire potential. It has to be chipped and hauled off, or burned. The remnants of the pile have to be taken to a landfill for disposal.

County Administrator Massey advised that his understanding was that it does not have to be sent to a landfill.

County Engineer Knauer advised County Administrator Massey that he is referencing the current permits at several of the county landfills are for temporary storage.

Commissioner Kent, offered a motion to apply for the permits, which was seconded by Commissioner Bush.

Commissioner Joyner suggested to table proceeding with the permitting proceed, allowing Commissioner Abbott to seek additional information.

Chairman Hawkins suggested to proceed with the approval of applying for the permit, because the process will take a while.

County Manager Massey offered to schedule someone from the Department of Environmental Protection to come before the board.

The motion on the table to apply for the permits carried unanimously.

VII. PUBLIC WORKS SUPERVISOR – Johnny Evans updated the board.
Some of the areas where debris has been moved are accessible.

Milled asphalt has been put down on Spangenberg Road.

Commissioner Abbott advised Johnny Evans that the paved portion further out on South Boulevard is breaking down.

Johnny Evans advised Commissioner Abbott that milled asphalt has

been put on it.

The route the trucks have been asked to use include Spangenberg and South Boulevard.

VIII. COUNTY ADMINISTRATOR – Jeff Massey, County Administrator addressed the board.

- Debris Removal – A meeting was held yesterday with Whit O'Brien and Wheeler, which resulted in everyone operating on the same page and a plan was established.

Don Mattio, Regional Manager for Crowder Gulf advised the board that is has been a working with the county staff.

Joe Vandactor updated the board on the debris removal. There are currently four DMS locations. The east side of the county was hit the worst. Hauling started on October 18. Currently close to 500,000 yards of debris have been moved in Washington County. Over 20,000 hazardous limbs and leaners have been removed. The first pass will be completed before Christmas. Springhill Waste Management and a site 2.2 miles east on Hwy. 20 from Hwy. 77 have been identified as disposal sites.

The second pass is intended to start after the 1st of January.

Commissioner Abbott addressed Kevan Parker. Whit O'Brien had a company out on Wesley Adams, a private road and they cut some leaners and hangers. After cutting they discovered that it was a private drive. A request to clean up the debris has been done four

times.

Kevan Parker advised that it currently has not be done.

Don Mattio advised that the location would be cleaned today.

Kevan Parker advised the board that the local representative from FEMA is in the area. He has tried to initiate a kickoff meeting and has set the date for December 4, which he was advised is not an acceptable date. Once that meeting is held a 60-day documentation period is issued.

The debris process is on track.

- 5-Five Year Extension of Probation and Parole Lease – Jeff Massey advised the board that he has received a request for a five-year extension of their lease. The monthly lease payment is \$3,709.39.

The board agreed to table the agreement extension until December.

Deputy Clerk Brantley advised that the utility cost for last year was \$8,259.02.

- 2019 Board Meeting Calendar – **Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the 2019 Board Calendar.**
- 2019 Holiday Schedule – The board did not have any opposition to the 2019 holiday schedule.

- Carry-Over of Annual Leave in Excess of 240 Hours – County Administrator Massey requested employees be allowed to carry over in excess of 240 hours due to Hurricane Michael.

Marla suggested the approval be to make an exception to the provision in the handbook that states that employees cannot carry over more than 240 hours for this year.

Clerk Bell confirmed that it is across the board, for any employee. The minutes will verify that.

Marla Hayes advised that is correct.

Chairman Hawkins suggested that this year will be one the busiest years for public works. The board may allow for leniency for next year.

Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to amend the personnel policy for this year to allow employees to carry over more than 240 hours.

- MSBU Coordinator Position – County Administrator Massey advised the board all the proper procedures were followed regarding the position. The MSBU Board selected Mr. Steve Healis, who is currently on the board.

Chairman Hawkins addressed Steve Healis. The discussion at the meeting was that he would submit his resignation prior to the December meeting. Commissioner Joyner would bring another name

before the board for the MSBU Board. The position would start January 3.

Commissioner Joyner offered a motion, seconded by Commissioner Bush and carried to approve Mr. Steve Healis as the MSBU Coordinator.

Chairman Hawkins confirmed that the next MSBU meeting will be held at the community center in Sunny Hills on January 22 at 6:00 p.m.

County Administrator Massey addressed the board in reference to a program administered by the current insurance group that does inmate medical cost management. They will negotiate the bill and receive 30% of the savings.

Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to approve the agreement for inmate medical cost management plan.

The board made the following adjustments to the current liaison list.

- Board Appointees – County Administrator Massey.
The following amendments were made to the liaison list:
- Indigent Patient Care – Commissioner Joyner will replace Commissioner Hawkins
- Transportation Disadvantage – Commissioner Joyner will replace Commissioner Hawkins
- Opportunity Florida – County Administrator Massey will replace

Commissioner Kent

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to approve the liaison list with the amendments.

IX. CLERK – Clerk Bell addressed the board.

- September Vouchers totaling \$1,341,333.14
- October Vouchers totaling \$2,029,206.19

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the vouchers for September and October 2018.

Deputy Clerk Brantley addressed Chairman Hawkins in reference to the cease date for the permit fee suspension in the building department. At the previous meeting the 1st and the 21st were referenced as the cutoff date.

County Administrator Massey commented the 1st.

Chairman Hawkins advised the issue will be discussed at the December meeting. If not it will automatically sunset on January 1, 2019.

X. COUNTY ATTORNEY – Attorney Fuqua addressed the board.

- Ethics Training Seminar – 11/30/2018 beginning at 8:00 a.m. at Chipola College Continuing Education Building

- Watson Matter – The legal description has been received in order to finalize the Watson Matter. An easement for him to sign will be prepared, as well as a subordination agreement for the bank, and a check will need to be issued, which has been previously approved by the board.
- Public Records Lawsuit – A public records lawsuit has been filed by Marie Maddox.

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

Deputy Clerk Brantley

Date Board Approved