

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
June 25, 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

I. PROCLAMATION - Sgt. Hagan

Chairman Bush, Commissioner Pate, Commissioner Abbott, and Commissioner Gothard were present at the meeting. Commissioner Brock was not present. Also attending were County Attorney Goodman, County Coordinator Corbin, Clerk Bazzel, and Deputy Clerk Brantley.

A. Call to Order - Chairman Bush

B. Invocation - County Coordinator Corbin/Chairman Bush

II. APPROVAL OF THE AGENDA

Agenda Addition - Animal Control Agreement - County Attorney Goodman

III. AGENDA ITEMS

- Heritage Tree Ordinance - Fred Thompson, 1944 Kent Road suggested to the Board he would like to see an ordinance in Washington County defining a heritage tree and what protections the tree is afforded by the government. He went over the general description and characteristics that identify trees.

The Board discussed qualification characteristics that can be included.

Chairman Bush advised Mr. Thompson to provide County Attorney Goodman with his findings and thoughts.

Mrs. Kathy Foster expressed concern about heritage trees located on private property being protected and not only the ones on county roads.

- Tri-County Airport Board - Normal Rich was not present.

- Copy Lease Agreement for Public Works - Dallas Carter provided the Board information on a new copier lease, requesting the Board approve a new lease.

Commissioner Gothard expressed concern about consolidating leases among the County Offices.

Dallas Carter advised the Board the new lease payment would be \$211.78.

Deputy Clerk Brantley advised Mr. Carter the current payment is \$277.00 per month.

The Board advised Dallas Carter to look at leasing for a shorter term.

- Transmission Re-Build - Dallas Carter advised the Board he has received two quotes for the grader transmission repair, which are Caterpillar, \$13,609.00 and Beard, \$10,493.00. Both estimates include Public Works removing the transmission.

Chairman Bush advised to list the above as a consent agenda item.

- FEMA - 4138-DR-FL Request - Dallas Carter requested the Board approve an extension with FEMA.

The Board agreed to put the above on the consent agenda.

- Emergency Management Funding Agreements - Lynne Abel, Public Safety Director requested the Board approve the EMPA and EMPG agreements that are done yearly.

The Board agreed to put the above on the consent agenda.

- SHIP Program - County Attorney Goodman provided the Board with an update on the SHIP program. West Florida Regional Planning Council is performing year-end requirements for year 2013-2014

for \$1,000.00.

West Florida Regional Planning Council has proposed the County enter into an agreement for services for the 2014-2015 year term.

County Attorney Goodman advised if the SHIP services are bid out, the program would have down time. The current suggested agreement offers 60-day notice to exit the agreement.

Attorney Goodman suggested the Board have West Florida Regional Planning Council definitely for the period of July - August.

Chairman Bush spoke on how efficiently West Florida Regional Planning Council had come in and taken over the Washington County SHIP Program.

Commissioner Abbott spoke on what the previous position that covered SHIP entailed and how the position was funded.

Marla Hayes advised \$10,500.00 of SHIP funds was used during year 2013-2014 toward salary. The position is funded to remain there.

Commissioner Gothard expressed concern about 3.00 of the agreement, which references compensation for write-ups and inspections.

Mike DeRuntz, Washington County Senior Planner advised the Board funding would be taken out of a different portion of the \$350,000.00.

Commissioner Abbott suggested the Board choose who does the inspections.

County Attorney Goodman advised he would work with West Florida Regional Planning Council in reference to section 3.02.

Chairman Bush advised the agreement be put on the consent agenda with clarification of section 3.02.

- Fire Department Memorandum of Understanding - Jeff Goodman, County Attorney provided the Board a draft agreement in reference to the County's desire to assign oversight of Fire and Rescue Services under the Sheriff of Washington County, Florida.

The agreement has been sent to the Sheriff.

County Attorney Goodman went over some areas of the agreement with the Board, with one being the Fire Departments would not be able to carry over roll over money. Another area is that Municipalities will request reimbursement for expenses, instead of receiving quarterly checks.

Bill Bogan, Bogan Public Management Co., spoke on the need for the Fire Departments to be accountable.

Chairman Bush expressed concern about the Fire Departments in reference to carry over money, which may not be fair to those who have been conservative in their spending.

Bill Bogan, Bogan Public Management Co., spoke in reference to the fact that some fire department contingency line item exceeds their actual budget.

Mr. Bogan suggested the Board put something in place to allow the Fire Departments to be funded properly.

Commissioner Gothard expressed concern about Fire Departments having funds in contingency, yet several of the fire reports were not rated well. Some of the funding in contingency could have been used to address the items that were listed in the report.

Commissioner Gothard advised the Board that she is willing to rescind a motion from a prior meeting, to transfer EMS and Fire under the Sheriff as it pertains to Fire in order to hire a Fire Chief.

Bill Bogan, Bogan Public Management Co., addressed the Board in reference to fire department accountability.

The Board has to consider what happens when a new Sheriff is elected.

Commissioner Abbott clarified with Mr. Bogan that he intends for a standard to be set to pay the fire departments in order to operate, they will budget for equipment, and special needs for long-range plans. The Board will manage the money and over a period, the needs of the fire departments will be met to provide the functions.

Mr. Bogan, along with the Board continued to clarify the suggestions from Mr. Bogan and offer suggestions.

Mr. Bogan suggested the Board would have the final say on the funds spent out of the contingency fund, which would be advised by a Fire Services Coordinator.

Commissioner Gothard went over her concerns with County Attorney Goodman in reference to the draft agreement.

County Attorney Goodman advised the Board the Sheriff has not responded to the draft agreement.

Commissioner Abbott asked the Board if it is still the consensus of the Board to transfer the Fire Departments under the Sheriff.

Commissioner Gothard advised she is willing to rescind her

original motion.

Chairman Bush advised he supports the move under the Sheriff but does not want to place unrealistic expectations on the Sheriff that have never been done before.

Commissioner Pate referenced a fire department refusing to sign prior renewal.

Commissioner Abbott advised he voted against it and his feelings remain the same.

County Attorney Goodman advised he would proceed until there is an official motion to rescind or go in another direction.

- October Board Meeting Date, FACT Risk Management Conferences - County Attorney Goodman - The Board agreed to change the Regular Meeting from October 23 to October 22. This item will be placed on the consent agenda.
- Planning Commissioner Workshop Michael J. DeRuntz, Washington County Senior Planner requested the County Commission workshop scheduled for July 16 be a joint workshop with the Planning Commission. The changes in the land development code will be addressed, which will be recommendations by the Planning Commission.

This item will be placed on the consent agenda.

- Small Quantity Hazardous Waste Assessment, Notification, and Verification Program - Michael J. DeRuntz, Washington County Senior Planner suggested the Board sign an agreement that has been done in past years between West Florida Regional Planning Council and the Board to provide the above listed services.

Lynne Abel, Public Safety Director advised the Board the Regional Planning Council has always done it.

Commissioner Abbott expressed concern about additional information.

Michael J. DeRuntz, Washington County Senior Planner, advised inspections as well as annual reports are done.

Chairman Bush asked the Board commit to the agreements for this budget year.

Marla Hayes advised West Florida Regional Planning Council has done the end of the year report for this budget year. There was no agreement last year, and no report was submitted.

Lynne Abel, Public Safety Director advised the inspections have never been performed by them but by West Florida Regional Planning Council.

Commissioner Abbott expressed concern about if contracting would be cost effective. He suggested Emergency Management should be aware with what is going on with hazardous.

Chairman Bush advised Lynne Abel, Public Safety Director to provide the Board with more information at the meeting in July.

The Board agreed to put the current agreement/bill on the consent agenda.

- Request for Proposal - Uniform Rental Services - David Corbin, County Coordinator asked the Board to include on the consent agenda to bid out uniform services.

Chairman Bush advised he has the Boards consensus.

- Request for Proposal for Building Inspector - David Corbin, County Coordinator
County Attorney Goodman advised neither person that bid met the insurance that was put in the bid but the insurance they have is sufficient.
David Corbin, County Coordinator recommended Gordon and Associates.
The Board agreed to put the above on the consent agenda.

- Animal Control Agreement - Jeff Goodman, County Attorney advised the Board he has presented them with a draft contract between the Board and ACWF to extend for the rest of 2014 with the option to extend thereafter.

Commissioner Gothard suggested bidding the services, which is good practice when it is over a certain amount.

County Attorney Goodman suggested the Board include the agreement on the consent and if the Board chooses to bid that should be done around October in order for it to be complete by December.

The Board expressed their pleasure with the current services.

IV. COUNTY ENGINEER

- County Engineer Knauer advised the Board he is currently looking for funding for the Tri-County area, which includes Holmes, Washington, and Walton County.
- National Marine Fishery - County Engineer Knauer advised they received positive feedback. The County previously submitted for the SRI Index.
- FEMA Mitigation - County Engineer Knauer advised the Board he is currently working on the current FEMA with the FEMA Mitigation Team for the April 30 storm.

County Engineer Knauer advised the Board he currently has bid packages ready to advertise for zone 1 - 4 after they are reviewed by the County Attorney. The cost is around \$1.5 million.

The Board agreed to put the above on the consent agenda contingent upon County Attorney Goodman's approval.

- Dorch Circle - The full crew will be on sight Monday, June 30.
- Small County Incentive Grant Program (50/50) - Submittal is due August 1
- TRIP - County Engineer Knauer suggested the Board have a plan early in the process. An inter-local agreement between counties is required.
- Falling Waters Road - County Engineer Knauer advised he is working on legal descriptions and he has put together the amount of roadway needed to be able to cut the hill down.

- V. CLERK - Interim Clerk Bazzel addressed the Board in reference to additional revenue, which is the elms nickel. The debt can be addressed as well as some paving issues.
- Bill Bogan, Bogan Public Management Co., went over the current debt as of 9/2013 as well as loan history, and concerning facts about the \$ 5,500,000.00 promissory note.

The elms nickel could be pledged to the paving matrix. The county needs additional revenue in order to fix the roads in the county.

Mr. Bogan advised the Board some revenues estimated around \$220,000.00 - \$230,000.00 (mobile home tax and dog racing funds) that was located in the transportation fund should not have been there but in general. The funds have been moved out from

transportation.

There was discussion on the date to notify the Department of Revenue if the elms nickel is passed.

County Attorney Goodman advised the Board a supermajority vote is required.

- County Tax Deeds - Interim Clerk Bazzel advised the Board the cost to advertise some of the tax deeds are not worth the cost to advertise and it is very time consuming.

County Attorney Goodman advised he would provide an overview of the above at the regular meeting.

- Interim Clerk Bazzel suggested a letter of appreciation be sent to multiple parties that were involved in the courthouse process.
- Floor Tile - Interim Clerk Bazzel advised he would look at other options for the County Annex flooring.

Mr. Bogan advised the Board he is drafting a response to the audit findings and needs the Board to provide authorization for the Chairman's signature.

Mr. Bogan advised there is no conflict with the School Board in reference to the dates set on the tentative budget schedule, which would make the schedule official instead of tentative.

VI. DEPUTY CLERK -None

VII. COUNTY COORDINATOR - County Coordinator Corbin advised the Board they are receiving bids for architectural services.

County Attorney Goodman provided the following schedule in reference to the bid process:

7/3 - Bids are due and will be distributed to the committee

7/13 - 14 - Interview, rank, and bring proposal for architect to the Board

County Coordinator Corbin advised the Board through the budget process they should be presented with a balanced budget.

VIII. COUNTY ATTORNEY - None

IX. ADJOURN - **Commissioner Pate offered a motion, seconded by Chairman Bush and carried to adjourn.**

Deputy Clerk Brantley

Date Approved by Board