

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
November 12, 2014 Workshop - 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			

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I. PROCLAMATION – Deputy Rackard

A. Call to Order – Chairman Bush

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

B. Invocation/Pledge – County Coordinator Corbin/Chairman Bush

II. APPROVAL OF THE AGENDA – Remove this section for Board Workshops per Chairman Bush.

The Board recognized Ad Interim Clerk, Harold Bazzel.

Ad Interim Clerk, Harold Bazzel expressed his thanks.

III. AGENDA ITEMS

- Energy Project – Neal Turner, Trane Comprehensive Solutions Account Executive

County Coordinator Corbin advised the Board the energy audit was done per the request of Ad Interim Clerk, Harold Bazzel.

Neal Turner, Trane, provided the Board a presentation in reference to cost savings through energy and infrastructure.

- Catastrophic Inmate Medical Insurance – Marla Hayes, Human Resources –

Marla advised the Board they have received three insurance options, which are as follows:

1. Option 1 has a \$25,000.00 deductible
2. Option 2 has a \$30,000.00 deductible
3. Option 3 has a \$35,000.00 deductible

The difference in the premiums would be around \$2,500.00. She recommended option 1 to the Board.

The current option is around \$1,000.00 less than option 1.

Marla advised the Board she has been corresponding with a representative at the hospital in reference to rates. There has not been an agreement with the hospital in years. They are willing to enter into an agreement with the Board at Medicare, plus 10%, which would be to the Boards advantage over the 40% discount that was initially offered.

She advised the Board she has received an agreement from County Attorney Goodman, which she is using as a guide in completing one for Washington County. The agreement would have to be signed by the Sheriff Office, Board, and Hospital.

Marla advised the Board the current coverage renews at the end of the month.

Chairman Bush clarified with the Board that there was not any objection among the Board with selecting option 1 as advised by Marla Hayes, Human Resource.

Option 1 was listed on the consent agenda.

Fire Services Coordinator – Marla Hayes, Human Resource advised the Board the interview committee is composed of Tuffy Dixon, Ryan Crawford, Fire Services Chief of Operations of South Walton Fire District, Floyd Aycock, David Corbin, County Coordinator and herself. County Attorney Goodman was present at the interviews.

November 25 has been set for the second part of interviews. The total applicants were seventeen, with seven interviewed.

- Salary Study – Marla Hayes, Human Resource advised the Board the study will consist of the Sheriff’s Office and the Board. The study will be started after the contract is signed.

The Supervisor of Elections employees will fall under the Board to be included in the study.

Clerk Bell advised the Board the Clerk’s Office had a recent salary study done by Mr. Bogan’s company but it is currently not complete.

Policy Workshop – Commissioner Gothard questioned the workshop to discuss policy that had been previously mentioned.

Marla advised it has not been scheduled but they are open for what the Board request.

Chairman Bush advised Jackie Snowden to set up a workshop for the earlier part of December.

- 2015 Functional Exercise Request for Proposals – Lynne Abel, Public Safety Director advised the Board they would like to do the exercise to identify strengths and weaknesses of local response protocol and procedures.

Lynne Abel requests Board approval to advertise the RFP, which has been looked over by County Attorney Goodman as well as assisting with editing.

Chairman Bush clarified there was not any opposition from the Board in listing the above on the consent agenda.

The above was listed on the consent agenda.

- Shakey Joe SCRAP Project Resolution – Karen Shaw, Grants/Special Projects Coordinator requested Board approval of a resolution for Shakey Joe Road.

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

County Engineer Knauer advised that he has not seen the agreement.

Chairman Bush advised he would like to know what the exact limits of the project are.

Karen Shaw advised the Board she would provide them a copy of the agreement.

- Small Quantity Hazardous Waste Assessment Contract and Report – Karen Shaw, Grants/Special Projects Coordinator – The annual report as well as the fiscal year agreement has been provided to the Board, which have been reviewed and edited by County Attorney Goodman. The amendments have been agreed upon by the Planning Council.

Commissioner Gothard questioned the cost of \$4,000.00 for the report to be done. She asked Karen Shaw if she could be trained for the future.

Karen Shaw advised the Board she would do it if it were the Boards pleasure.

Chairman Bush advised that Lynne Abel previously looked into it per the request of Commissioner Abbott and it is extensive.

Commissioner Abbott advised the previous research showed it was not cost effective.

Commissioner Gothard questioned Lynne Abel being listed as the contact.

Lynne Abel advised the Board she has to send the report to all the fire departments.

Karen Shaw advised the Board that she would be monitoring it.

Commissioner Gothard advised that she does not want any confusion as to who will be monitoring it.

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

- SHIP – LHAP Exception – Karen Shaw, Grants/Special Projects Coordinator addressed the Board prior to the West Florida Regional Planning Council taking over the SHIP administration a Wilderness Road resident submitted an application for rehab. At that time, the resident was given verbal approval of her eligibility and funds were spent by the Board on the inspection of the home. Since the transition period it has been determined the resident does not meet the LHAP requirements for eligibility. In order for the resident to receive SHIP funding the Board would have to approve a LHAP exception of approval.

Karen advised the Board the promise was made by a former employee but there is nothing in writing.

The Board held discussion on the SHIP LHAP exception.

Marla advised the applicant did not previously qualify and has reapplied. She currently meets a moderate-income level, which is outside of what the Board approved. The Board does have the authority to approve the exception.

Commissioner Abbott provided the history of the applicant.

Commissioner Gothard addressed the Board just because an error was made in sending someone out to do the inspection does not mean it has to continue by spending more funds.

Chairman Bush advised the consensus of the Board is there is no support in granting the application.

- Future Land Use Map and Land Development Code Amendments – Michael DeRuntz, Senior Planner informed the Board a public hearing is scheduled for December 4 at 5:00. Another public hearing is scheduled for December 11 at the regular meeting time of 9:00. The hearings are for the future land use map, and land development code amendments.

The Planning Commission has held their meeting and are recommending with modifications to approve the amendments to the land development code and the future land use map.

The staff report will include written documentation that has been sent in.

Chairman Bush advised before the Board approves a map he would like all the challenges on areas where a change has been proposed.

Michael DeRuntz, Senior Planner advised the current sensitive issues are the

lakes.

There was discussion by Michael DeRuntz, Commissioner Gothard, and Abbot, and Chairman Bush.

#### IV. PUBLIC WORKS SUPERVISORS

- Maintenance Contract for County Radios – Dallas Carter advised the Board the First Communication warranty is coming off the radios. A maintenance contract is \$575.00 monthly.

Commissioner Gothard addressed Dallas that she does not see anything on the agreement to cover a repeater.

She also questioned if the repeater was separate from the maintenance contract that is paid for by the Communication Committee.

Dallas advised that he does not know what is covered in the contract that is paid for by the Communication Committee.

Commissioner Gothard advised that she would like the matter cleared up. She would like to know what is specifically covered in the agreement. The agreement does not match the letter.

Commissioner Gothard suggested First Communications being bid out and looks at combining other county offices.

The Board discussed combining possibly lowering the price.

- Mack Truck – Dallas Carter advised the Board he has two quotes for a repair on a MACK truck. The quotes are for a new and a rebuilt motor. The rebuilt motor is around \$3,000.00 less than a brand new one. The brand new one carries an

additional year warranty, which is what Dallas suggested. The total cost is \$26,962.33.

Commissioner Gothard suggested a Florida vendor so that the taxes would be omitted.

The Board discussed the taxes, with Chairman Bush advising Dallas to work out the issue about the taxes if possible.

Chairman Bush advised to list the above on the consent agenda.

#### V. COUNTY ENGINEER

1. Buildings at Holmes County Fair Ground – County Engineer Knauer advised the Board David Corbin met with the Holmes County Coordinator and negotiated a price of \$15,000.00 to purchase the building, which has to be moved by the end of the year.

Commissioner Abbott and Chairman Bush advised County Engineer Knauer the Board previously approved funds to be spent on the project.

County Engineer Knauer provided the Board a description of the building.

Commissioner Gothard and County Engineer Knauer held discussion on uses for the breezeway that will not be put up at Campbell Park.

Commissioner Abbott asked how far away from the building are the current bathrooms.

County Engineer Knauer advised they are 20x20 and they would end up being at least 100 feet from the building.

Chairman Bush suggested using the plan that included bathrooms inside the



building.

County Engineer Knauer advised the Board he has met with a person that could take the building down and reassemble. He suggested purchasing new screws, which would cost \$600.00 - \$800.00. He plans to salvage all installation, but if not the cost is estimated at .35 per square foot.

Commissioner Abbott asked County Coordinator Corbin if this was his recommendation.

County Coordinator Corbin advised it is his recommendation to purchase the building for Campbell Park to be set up for a voting precinct/community center.

County Engineer Knauer advised that he has talked to three people in reference to moving the building but only one showed interest.

Commissioner Gothard asked about the quote not including transportation from the old site to new site.

County Engineer Knauer advised he has spoken to them about that. They wanted to know if the county had a flat bed that could be used in transporting.

County Engineer Knauer advised that he is going to suggest that.

2. Rock Bids – County Engineer Knauer advised the Board he has put together specification for the rock bid, which have been sent to County Attorney Goodman for review. He is currently awaiting a bid schedule from Public Works from Debbie Riley that has the exact amount of rocks that are left on the PW's.

Commissioner Abbott expressed his thanks to County Coordinator Corbin and

his staff for the work done on Falling Waters Road project.

Rock Bid – The Board agreed to list the RFP for rock on the consent agenda.

3. Blue Pond Lift Station – City of Chipley Easement – County Engineer Knauer advised the Board the City of Chipley has requested an easement. The plans are currently incomplete.

County Engineer Knauer advised the Board he had brought the environmental concerns about the lift station to the City's attention and they would need to provide a couple of feet of free board above flood, which Hwy. 77.

He also suggested they consider installing an emergency generator back up on the lift station.

The City of Chipley agreed to incorporate the areas of concern into their design.

The Board expressed concern about the location.

County Coordinator Corbin advised the Board that he has received calls from concerned citizens in the Blue Lake area.

Chairman Bush advised the Board is in support but needs more information.

4. FRDAP – County Engineer Knauer advised the Board they have applied for a grant for a \$50,000.00 for Campbell Park.
5. Wilderness Road (County Road 170) – County Engineer Knauer advised the survey is complete.
6. Roche Road – County Engineer Knauer advised they are around 60% complete on construction plans.

7. Lucas Lake – County Engineer Knauer advised the Board he is going to be setting up a community meeting in reference to right-of-way. There has not been a date set.
8. Falling Waters Road – Commissioner Abbott addressed County Engineer Knauer there was \$92,000.00 allocated from FEMA. The Board looked at having that changed from FEMA. Is that going to be able to be spent differently? Who will be responsible to undo that and what plan of action would need to be taken to fix the road?

Dallas Carter addressed Commissioner Abbott there was not an improved project and the funds cannot be moved.

County Engineer Knauer advised the Board the request was made to the state pack leader and FEMA representatives.

Chairman Bush clarified if they plan to go with the original course of action they are fine.

Commissioner Abbott requested something written be sent to FEMA cancelling the request for the change order.

County Engineer Knauer advised an e-mail would suffice.

County Engineer Knauer suggested the Board put it back out for bid, which would in turn produce a better price.

The estimated cost that was spent on Falling Waters work is \$25,000.00 - \$30,000.00.

Commissioner Abbott would like to look at the possibility of closing the road to

thru traffic. It is a safety concern.

County Engineer Knauer suggested a one way only.

VI. COUNTY COORDINATOR

- Minuteman Security – County Coordinator Corbin addressed the Board in reference to additional security that can be paid for by the Board per function at a cost of \$25.00 per hour. They are bonded and insured.

Chairman Bush advised County Coordinator Corbin a presentation is not currently needed. The Board will keep in mind they are a resource.

VII. CLERK – Clerk Bell expressed her thanks.

VIII. DEPUTY CLERK – None

IX. COUNTY ATTORNEY –

- GAC Finalized Draft – County Attorney Goodman advised the Board that GAC and he have finalized a draft, which a copy will be provided to all Commissioners. In respect to payment the pre-construction service are proposed at 1%, compensation for regular CM services are at 4.75%

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

- Courthouse Community – County Attorney Goodman asked for record purposes to list on the consent agenda the replacement of Ad Interim Clerk Bazzel by Clerk Bell to the courthouse committee.

County Attorney Goodman advised the Board they would be provided

with upcoming meeting dates.

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

Date Approved by Board

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Prepared by Deputy Clerk Brantley