

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**June 25, 2015 9: 00 a.m. - Commission Board Room**  
**1331 South Blvd., Chipley, FL 32428**

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush Chairman	Charles Kent	Charles Brock	Todd Abbott	Lynn Gothard Vice-Chair

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Present at the meeting were Chairman Bush, Commissioners Kent, Abbott, and Gothard. Also attending the meeting were County Attorney Goodman, County Coordinator Corbin, Clerk Bell, and Deputy Clerk Brantley. Commissioner Brock was present via polycom.

I. PROCLAMATION – Sgt. Hagans

A. Call To Order - Chairman Bush

B. Invocation/Pledge – David Corbin/Chairman Bush

II. PUBLIC HEARING

A. Local Option Fuel Tax -

County Attorney Goodman addressed the Board in reference to the local option fuel tax, which has been in effect since 1985. The tax is critical to the operation of the Road and Bridge department. The tax is due to be renewed every 10 years, with the current period ending 12/2015. The tax is shared with municipalities.

- Wesley Hall, 3340 Pepper Vine Place Chipley expressed opposition to the tax because he does not see how it has benefited the roads.

Mr. Hall spoke on the bad road conditions on Quail Hollow Road.

There were no more public comments.

B. Road Name Ordinance Revisions – Michael J. DeRuntz advised the Board recently they adopted a road name ordinance, 14-2.

One of the recommend revisions is to help expedite the approval process, by delegating approval to the Board's appointees.

In addition, the street name signs coloring should be identified, whereby green would represent a publicly maintained road and blue represents a privately maintained road.

There were no public comments.

- C. Future Land Use Amendment (Small Scale) – Low Medium Density Residential to General Commercial – Michael J. DeRuntz, Senior Planner, advised a petition has been received for 1447 Main Street. The Planning Commission recommends the property be amended to general commercial classification.

There were no public comments.

III. ADOPT THE AGENDA

Additions –

Grassy Pond Paving Overly – Commissioner Gothard

Paving 7/10 of a mile on Quail Hollow Blvd. – Commissioner Abbott

Ken Monohan – David Corbin, County Coordinator

Renae Rountree, Library Director – David Corbin, County Coordinator

Jason Wheeler, FEMA – Chairman Bush

Stacie Northey 5-year Annual Plan – Deputy Clerk Brantley

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

- IV. MINUTES – 5/20/15, 5/28/15 – **Commissioner Abbott offered a motion seconded by Commissioner Kent and carried to adopt the**

**above minutes.**

- V. County Attorney Goodman read the Board approved non-agenda section statement: The Washington County Board of County Commissioners welcomes your input at the public comment or public hearing portion of this meeting. While your comments are appreciated, please be aware this is not a political forum, nor is it a time for personal accusations and derogatory and personal remarks. Profane or vulgar language is not permitted. In order to maintain respect for all points of view, the Board request not clapping, booing, or any other form of support or non-support be used. This is not a question and answer session. Further, it is the general policy of Washington County that no official action will be taken on items brought to the Board. However, the Board may at its direction direct staff to assist in looking into the matter. Please direct your comments to the Chairman and provide any documentation to the County Manager for disbursement. If you would like to address the Board, we would ask that you come to the podium, state your name, address, and topic you will be discussing. Please limit your comments to no more than three minutes. At the end of your time I will ask you to finish your thought and then to please take your seat. Your participation is welcomed and appreciated.

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 Commissioner.” Each individual shall have three (3) minutes to speak on the proposition before the Board.

- Alex Quintana, Congresswoman Graham's field representative thanked the Board for allowing the Congresswoman to use the library for monthly office hours.

VI. CONSENT AGENDA

- A. Request approval for the Clerk of Court to pay vouchers for May 2015 totaling \$2,337,493.20
- B. 911 Addressing Committee – The committee should include: County Manager, County Commissioner, representative from Planning Department, 2 representatives from Road and Bridge, representative from the Sheriff's Office, and a representative from E-911.
- C. Road Name Change Proposed Revisions
- D. EMPA and EMPG – The Local Emergency Management program and operation of the County EOC are funded primarily by State and Federal monies through RMPA and EMPG agreement monitored by FDEM. The funding agreements are effective concurrent with the State fiscal year (July – June). Each includes a Scope-of-Work requirement that must be performed during the year and a local funding match.
- E. Public Works Shop Budget Amendment of \$100,000.00
- F. Campbell Park – Cell Tower Lease Agreement – 100' x 100' within Campbell Park, 4122 Jackson Community Road. AW Solutions, Inc. is offering a new lease agreement to locate a 250' tall cell tower instead of a 195' cell tower, and setting the term of the agreement 10, 5-year terms.
- G. Pay off Note to SunTrust Bank for \$270,859.56.
- H. County Property Sales – Staff is recommending that the two (2) bids which were received for the sale of parcel #01-0074-0024 and

Parcel #01-0110-0012 be accepted and approved by the Washington County Board of County Commissioners, and a quitclaim deed be prepared by the County Attorney.

- I. Variance Request – Minimum Lot Area Requirement (AG/SL), Minimum Setback Requirements, and Mobile Home Park Subdivision Requirements – 1092 Rock Circle
- J. Future Land Use Amendment (Small Scale) – Low Medium Density, Residential to General Commercial, 1447 Main Street, Chipley, Florida
- K. FDOT Resolutions to purchase property in Washington County’s name – The Florida Department Transportation is acquiring property along to construct and improve the road. They would like to purchase the listed parcel numbers in the Board of County Commissioners Name, State Road No. 77 Financial Project 21709098 (Parcel Numbers 1100 and 1101, Financial Project No. 2179097)(Parcel Numbers 1100 – 1114, Financial Project No. 2179094 (Parcel Numbers 1100, 1103R, 1104)
- L. FDOT Use of County Property – The property is located at 2610 Daniels Lake Road while the construction of State Road No. 77 is underway. (Segment No. 2179094, Parcel 901-902)
- M. Donation of Property to FDOT – FDOT would like the County to donate County owned right-of-way from Moss Hill Road to .65 mile north of Sunny Hills Blvd. (Segment No. 2179094, Parcel No. 106.1)
- N. Donation of Property – FDOT would like the County to donate property located at State Road No. 77, improvements Segment No. 2179094, Parcel No. 133.2
- O. FDOT Perpetual Easement – Property is located at the intersections of State Road No. 77 and Victory Road while making improvements to State Road No. 77 (Segment No. 2179094, parcel 824.1)

P. Traffic Signal Maintenance Resolution

Q. TRANE Letter of Commitment

County Attorney Goodman assured the Board understood that if they approve the consent agenda, the Trane Letter of Commitment would mean they are going to provide an audit, which will result in a proposal to fulfill the terms and save funding. If the Board chooses not to implement the proposal Trane will be owed \$24,000.00 for the services they are going to provide.

Commissioner Gothard addressed the Board in reference to items K., L., M., N., and O. Items that come before the Board should come prior to the meeting. She suggested someone come before the Board to describe the properties.

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

## VII. AGENDA ITEMS

- Ken Moneghan, Florida Association of Counties recognized Commissioner Gothard for completing the program. Commissioner Bush was recognized for Advanced Certified Commissioners, as well as serving on the FACT Board of Directors.

FACT has joined in with the Florida League of Cities and has a program called cenergy, where they will be performing property audits in the near future.

Marla Hayes advised the Board the audit would be started in July. The information will be available online as well as a manual. This information could be vital to the County inventory.

- Tax Recapitulation – Ken Naker, Tax Collector, explained the recapitulation to the Board.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried unanimously to approve the tax recapitulation.**

- Historical Records Grant Approval – Renae Rountree, Library Service Director advised the Board she applied for a grant through the multi-library cooperative, which was approved. She presented Clerk Bell with a check for \$10,000.00.
- FEMA, Jason Wheeler provided the Board a handout of his presentation in reference to the FEMA update. *Deputy Clerk Brantley was not provided a record copy.*

Jason went over the services that are provided by his company.

Commissioner Kent expressed concern about county employee's and Wheeler Management employment working on identical items. He requested clarification of the hours the staff has spent on PW's.

Commissioner Kent suggested slowing the process down.

County Attorney Goodman advised the Board they control the pace but Jason Wheeler needs clear direction.

Chairman Bush advised Commissioner Kent and Jason Wheeler to schedule a meeting the following week of this meeting.

There was no opposition in reference to the meetings.

Commissioner Brock suggested the process is working but the Board is not adjusted to it.

Dallas Carter spoke on clarification as to what Jason should be doing as well as Public Works in reference to paperwork.

Chairman Bush suggested there would have been more clarity if Jason had started at the beginning.

Commissioner Gothard suggested County Coordinator Corbin meet with Public Works and Jason Wheeler in order to clarify the rolls.

- Five (5) Year Annual Plan – Stacie Northey, Section (8), went over the goals and missions for the next (5) years on how the department programs for section (8).

**Commissioner Kent offered a motion, seconded by Chairman Bush and carried to approve the five (5) year plan.**

- Local Option Fuel Tax – Jeff Goodman, County Attorney – **Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the extension of the local option fuel tax.**

*The above motion approves ordinance 15-7.*

- Gene Brandow, Fire Coordinator provided the Board a report of current and past fire department county allotments.
- Blood Drive – Gene Brandow, Fire Coordinator – Chairman Bush advised



Mr. Brandow it is the consensus of the Board that giving blood would not be rewarded with time off. However, the Board is not against employees giving blood while at work.

Gene Brandow, Fire Coordinator advised the Board he has a rough draft of fire contracts for County Attorney Goodman to review. There is a WCFA meeting schedule in July where the Chiefs will be presented with the draft contracts.

Commissioner Gothard asked County Attorney Goodman if the 60-days applied to renegotiating.

County Attorney Goodman advised a request to negotiate is not a cancellation.

County Attorney Goodman advised the Board per the Board's direction himself, Gene Brandow, County Coordinator Corbin, and Chairman Bush are going into the negotiation phase.

Commissioner Kent suggested enforcing the current contracts, which had not been enforced before in order to see how effective they are.

- Request for Proposal – Washington County Local Mitigation Plan Update, Lynne Abel, Public Safety Director advised the Board the proposal is for the local mitigation strategy plan, which is due for revision in State review July 2016. The mitigation is required by Florida Administrative Code.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the request for proposal.**

Chairman Bush called for a 10-minute recess.

The meeting was called back to order. 10:17

- Restoration of Aquatic Resources and Habitat in the Lower Choctawhatchee Basin through Unpaved Road Impact Prioritization, Restoration Planning, and the Corrective Measures – Phase I – Michael J. DeRuntz, Senior Planner  
Mr. DeRuntz asked the Board to approve Resolution 2015-12 to show Washington County's support for the lower Choctawhatchee basin unpaved road impact prioritization.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the resolution.**

- Grassy Pond Paved Overlay – Commissioner Gothard advised the Board the Grassy Pond Home Owner's Association contacted her in reference to the Homeowners Association paying half the cost, with the Board paying the other half on a piece of County owned road that needs to be paved due to maintenance cost. The lowest bid is estimated at \$6,500.00, which would be half of the cost.  
Commissioner Gothard offered to pay half the cost out of her maintenance money.

Commissioner Gothard advised the Board, County Attorney Goodman has suggested a memorandum of understanding.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to give County Attorney Goodman the authority to draft the MOU and Chairman Bush the authority to execute the MOU**

**that the Board will fund half the cost and the road will remain a public road.**

- Quail Hollow Boulevard – Commissioner Abbott addressed the Board in reference to 7/10 of a mile located on Quail Hollow Blvd. that is in need of repair.

He requested approval from the Board to task County Coordinator Corbin and County Engineer Knauer to work on a plan to pave/chip and seal and find funding to repair the road.

Johnny Evans requested they look at 4/10 of a mile from the point where the asphalt stops and provide a plan.

Commissioner Abbott clarified the location Mr. Evans is referencing is located on Orange Hill Road.

The direction is for County Coordinator Corbin to bring a plan to the workshop in July.

Chairman Bush added for a section of Shakey Joe to be looked at as well.

#### VIII. PUBLIC WORKS SUPERVISORS

- Tac Machine – Johnny Evans advised the Board he received quotes on a 400, 500, and 600 gallon tac machines.

He suggested the purchase of the 500-gallon, which is \$17,800.00. He went over the specifications.

Johnny suggested the purchase be taken from equipment sales.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to purchase the 500-gallon tac machine.**

**Commissioner Brock voted no. The motion carried 4 to 1.**

IX. COUNTY ENGINEER

- Bids – County Engineer Knauer advised the Board bids have been taken on Griffin and Shakey Joe Road. GAC was the only bidder on both projects, which were significantly over budget.

The options are to re-advertise or negotiate with GAC to get within budget.

Chairman Bush clarified the amount over budget on each project is \$100,000.00.

Commissioner Abbott recommended negotiating with GAC and if that is not successful then re-bid.

County Engineer Knauer advised GAC would need a conditional award based on getting it within budget.

**Commissioner Kent offered a motion, seconded by Commissioner Abbott and carried to give GAC a conditional award on Griffin and Shakey Joe Road based on them getting the project within budget. If it is not negotiated within budget, County Engineer Knauer has the authority to re-advertise.**

County Engineer Knauer suggested the County rent a mixer, get density and compaction on a road and hire a paving company to come in right behind and pave, which would be a cost saving.

- Campbell Park – The building is currently being put up. Empire Builders

bid for electrical, mechanical, and plumbing is \$137,360.00. They included \$18,000.00 for mobilization, \$41,000.00 for plumbing, \$35,000.00 for electrical, and \$42,000.00 for HVAC. Alternates have been included for \$73,829.00.

County Engineer Knauer suggested the alternates could be done by County workforce.

The second bid, which was received by e-mail, is from GAC for \$19,200.00 for the plumbing and \$21,200.00 for the HVAC. They did not provide an electrical quote and did not reference mobilization.

GAC advised they could value engineer the HVAC for \$15,600.00 and plumbing \$15,900.00. The base bid is \$40,400.00 and \$31,500.00 with the value engineer bid.

County Engineer Knauer estimated the cost to finish the building with furniture, County framing the walls, drywall, paint, and tile will be around \$100,000.00 to finish.

The \$100,000.00 does not include the cost for the parking lot. The cost to pave the parking lot and access road is estimated at \$40,000.00. County work force would be used to prep.

Commissioner Abbott advised the Board he thought the initial \$150,000.00 that was set aside would complete the building until last month.

Commissioner Gothard addressed Commissioner Abbott when the project was started the Board earmarked \$150,000.00. It was not stated the entire project would cost \$150,000.00. The Boards intent was set aside the \$150,000.00 for the project. The heating, plumbing, and electrical was not initially figured in.

Chairman Bush suggested moving forward.

Carol Rudd, Supervisor of Elections advised the Board the community has been promised a voting facility and she is very concerned about the cost that has been spent on the building.

**Commissioner Brock offered a motion to set aside an additional \$100,000.00 to finish the building at Campbell Park.**

Chairman Bush asked County Coordinator Corbin if there was funding.

County Coordinator Corbin advised yes.

Commissioner Kent asked what was expected with the \$100,000.00.

County Engineer Knauer advised it would finish the building but there will still be items the County will have to do as well as using some of the material that was pulled from the other building.

**Chairman Bush seconded Commissioner Brock's motion to set aside an additional \$100,000.00.** The motion carried 4 to 1, with Commissioner Abbott voting no.

County Engineer Knauer advised the Board there are two (2) remaining residents to sign on Lucas Lake Road. The project will be advertised next week.

Roche Road is currently out for bid and progress is good. The bid date will likely be extended to July 8. The right-of-way is almost complete.

Roche Road lacks an estimated five (5) people to sign.

Commissioner Gothard asked the status of the landings.

The retaining wall is complete at Live Oak. Hightower has been put off due to the excessive rain.

The docks will be bid at the same time.

The survey is complete on Kirkland Road, in the process of design, and wetlands have been flagged.

The bids will be taken on King Kutter July 8.

X. COUNTY COORDINATOR –

- Impact Fees – County Coordinator Corbin advised the Board if the impact fees would have not been sunset, fees for \$122,325.51 that would have been charged based on commercial and residential permits sold. The Board needs to make a decision by June 26, 2015 or the fees will sunset for another year.

Commissioner Abbott clarified by taking no vote the fees will resume.

County Coordinator Corbin advised yes.

**Commissioner Brock offered a motion, seconded by Commissioner Kent, and carried to sunset the impact fees for another 12 months for commercial and residential.**

**Roll Call –**

**Commissioner Gothard - No**

**Commissioner Abbott - No**  
**Chairman Bush - Yes**  
**Commissioner Kent - Yes**  
**Commissioner Brock - Yes**  
**The motion carried 3 to 2.**

XI. CLERK –

Clerk Bell advised the Board the budget committee would be working on the budget the week of 6/29.

XII. DEPUTY CLERK – None

XIII. COUNTY ATTORNEY –

- Courthouse – County Attorney Goodman went over the current courthouse status.

County Attorney Goodman advised the Board he is confident with the construction contingency as well as the other figures.

**Commissioner Abbott offered a motion, seconded by Commissioner Gothard and carried to see all four (4)-color schemes.**

County Attorney Goodman asked the Board if they planned to choose between the colors or if they would like a recommendation from the Courthouse Committee.

Commissioner Abbott advised he would like a recommendation from the committee.

- Purchase of Country Oaks Real Property – County Attorney Goodman advised the Board the Country Oaks Fire Department has approached the County with respect to a potential agreement to absorb and manage



the fire department.

Country Oaks would like to donate the equipment, tangible personal property, and they would like to keep the name, Country Oaks.

The main issue for the Board to consider is the fire department has requested the Board consider the purchase of the real property that it is on and donate the equipment and anything else that goes along with it, with the purchase consideration.

The current set up is it is included in the deed to the Country Oaks Volunteer Fire Department, with a clause to revert should that organization cease to exist. At that point, it would revert to Mrs. Pellitier based on the revert clause in the deed.

County Coordinator Corbin advised Mrs. Pellitier would like the library to remain open.

Mrs. Pellitier spoke on the library program.

County Coordinator Corbin recommended the Board purchase the property.

Commissioner Brock asked the size of the property.

County Coordinator Corbin advised it is right above an acre and has three (3) buildings on it.

The consensus of the Board is for County Coordinator Corbin to negotiate for the real property.

Commissioner Gothard asked if there would be any issue in reference to Dunford Pond based on the letter that was sent to the County in reference to the ability for the gate to be closed.

County Attorney Goodman advised the Board he has received an e-mail via County Coordinator Corbin from the homeowners association indicating the homeowners association through their representative is anticipating putting up a gate and other things to restrict access potentially outside the scope of the agreement.

County Attorney Goodman advised that he would act pursuant to the contract, which is covered by law if something occurs that is outside the scope of the contract.

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

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Deputy Clerk Brantley

Date Board Approved