

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
 March 18, 2015 Workshop - 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

I. PROCLAMATION – Deputy Woolover

Present at the meeting were Chairman Bush, Commissioners Kent, Abbott, and Gothard. Also attending the meeting were County Attorney Goodman, County Coordinator Corbin, Deputy Clerk Brantley, and Shawna Faison, Clerk Executive Assistant. Clerk Bell and Commissioner Brock were not present.

A. Call to Order – Chairman Bush

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

AGENDA ADDITIONS

- Easement(Karen Bigger) - Commissioner Gothard
- Waste Management Contract and the Leisure Lakes Homeowners Association – Commissioner Gothard
- Update from Fire Coordinator in reference to the Fire Departments – Commissioner Gothard
- Courthouse Update (Jim Roberson) – Chairman Bush

II. AGENDA ITEMS

Staffing for Adequate and Fire and Emergency Response Grant – Karen Shaw, Grants Coordinator and Gene Brandow, Fire Coordinator
 Gene Brandow requested the Board’s approval in applying for a grant issued through the US Department of Homeland Security. The title of the grant is Staffing for Adequate Fire and Emergency Response.

- Courthouse Update – Jim Roberson advised the Board the plans for the courthouse are 100% complete. He does not recommend reusing the columns located at the current courthouse. There will be some artifacts used from the courthouse in the new courthouse.
A courthouse meeting is scheduled for 3/20/15 at 3:30.
- Historical Society Request – Dorothy Odom, Garden Club requested the Board’s approval to allow them to relocate the Veterans Memorial’s located at the Courthouse to the Veteran’s Memorial Wall, which is located at the Farmers Market. The plaques will be bolted to the side of the building on the North wall if approved by the Board.

Jim Roberson advised he did not have any previous plans incorporating them into the design. The plans would have been per relocation direction from the Board.

Commissioner Abbott referenced concern about the Historical Society previously being in different locations.

Dorothy Odom suggested the Board could stipulate if the items needed to be moved they would be returned to the County.

The consensus of the Board is to list on the consent agenda approval to turn the items over to the Historical Society.

CTST GRANTS - Karen Shaw, Grants Coordinator advised the Board she received a request from the school system in reference to the county applying for a transportation alternative grant/multi use path and safe

routes to school grant.

The CTST Committee met and has recommended approval.

Chairman Bush clarified applying for the grant would not interfere with any other grants.

The consensus of the Board is to include the application request on the consent agenda.

- AFFORDABLE HOUSING COMMITTEE – Karen Shaw, Grants Coordinator requested the Board approve the addition of Steve Whittington and Dan Miner to the Affordable Housing Committee.

The consensus of the Board is to list the additions on the consent agenda.

- CAMPBELL PARK – CELL TOWER LEASE AGREEMENT – Michael J. DeRuntz, Senior Planner addressed the Board in reference to their previous approval of a cell tower lease agreement with AT&T, 5/29/14.

AT&T has not executed the agreement.

AW Solutions has proposed an agreement for a cell tower in the same area located at Campbell Park.

Paul Neuner, AW Solutions requested the Board approve the proposed agreement for the cell tower.

Michael J. DeRuntz, Senior Planner, described the proposed tower and requested himself and County Attorney Goodman review the lease and report back to the Board.

County Attorney Goodman advised the Board they are not in a current agreement with AT&T because it was never executed by them.

Michael J. DeRuntz, Senior Planner suggested the Board offer a motion to rescind the approval for the County to enter into agreement with AT&T.

County Coordinator Corbin advised the Board Commissioner Brock has concerns about the tower affecting the park. There are also some wetland issues there.

Commissioner Abbott recommended County Attorney Goodman review the lease agreement.

Michael J. DeRuntz advised the Board the previous as well as the new lease agreement would provide space for the County.

County Attorney Goodman advised the consent agenda would include rescinding the motion with AT&T.

- COMMERCIAL AND INDUSTRIAL INTENT OVERLAY DISTRICTS –
Michael J. DeRuntz, Senior Planner requested areas the Board is comfortable with in reference to overlay.

Commissioner Gothard and Kent suggested south of the inter-state.

Commissioner Kent suggested north on Hwy. 79.

Chairman Bush clarified North on Hwy. 279 as Hwy. 280.

- SINGLE LOT SUBDIVISION AND VARIANCE FOR MINIMUM LOT AREA REQUIREMENT VARIANCE REQUESTS IN AN AGRICULTURE/SILVICULTURE FUTURE LAND USE MAP DESIGNATED AREA – Michael J. DeRuntz, Senior Planner addressed the Board in reference to a variance request for a single lot subdivision, 2 lot split which is located on Piney Grove Road. The applicant is Mrs. Bellefleur.

Michael J. DeRuntz, Senior Planner discussed the property with the Board. The Planning Commission recommends approval which, includes the condition the Warranty Deed state that the proposed .50 acre tract of land on which Mr. Martin currently resides shall be turned over to Piney Grove Freewill Baptist Church on the event of Mr. Martin's death or he vacates the property.

The Board discussed the location. The consensus of the Board is to list the variance on the consent agenda.

- BUILDING INSPECTOR – Chairman Bush advised the Board he requested Mr. DeRuntz compile an itemized invoice for the permitting cost of the school. The County has been charged \$16,000.00 for plan reviews. It is what the Board agreed to contractually and he would like to bring it to the Boards attention.

County Coordinator Corbin advised the Board an ongoing problem he faces is with the contractors questioning why there is not someone on

staff 5 days per week. He suggested the Board look at the cost of full-time versus contractual.

Marla Hayes advised the Board during this fiscal year there has been approximately \$24,000.00 spent. Since last July there has been, \$39,434.00 spent. This amount does not include the \$16,000.00. The cost for a Building Inspector is estimated at \$23.60 per hour, which is \$64,621.00 with benefits.

County Attorney Goodman asked what was paid for the calendar year 2013-2014.

Deputy Clerk Brantley advised from October 2013 – September 2014 the contracted inspector was paid \$48,759.75.

The Board, County Coordinator, and Marla Hayes held discussion on the Building Official.

The Board requested a recommendation from County Coordinator Corbin as well as the projected expense and funding source.

- KAREN BIGGER EASEMENT REQUEST – Commissioner Gothard advised the Board Mrs. Bigger has realized her driveway is located on the Board's property. She has requested the County give her an easement in order for her to keep her current driveway.

County Attorney Goodman suggested the Board approve an easement or provide her an adequate time-period to establish another driveway.

There was discussion by the Board referencing the cost of a survey would cover the cost of installing another driveway.

Chairman Bush suggested Mrs. Bigger work toward obtaining another driveway.

- **FRANCHISE AGREEMENT WITH WASTE MANAGEMENT** – Alan Gaines, President of Leisure Lakes Home Owner’s Association plans to request from the County to release their 140 lots from the exclusive franchise agreement with Waste Management. They are happy with the service but unhappy with the destruction the trucks are doing to their roads.

The Board held discussion.

Commissioner Gothard advised the Board Lynn York, Waste Management has previously advised they have no intentions on providing a letter of release.

County Attorney Goodman advised the Board they could not provide a release unless the Franchise provides a letter of release.

- **CARYVILLE VFD LETTER** – Commissioner Gothard addressed the Board in reference to an e-mail received in reference to Caryville Fire Department. She expressed concern about knowing the County’s liability is. There have been issues with Caryville Fire Department, which have sparked concern and she would like to ensure the issues are being looked into. One issue that has been brought to light is an emergency vehicle that did not have fuel and the gas station would not let any be charged.

County Coordinator Corbin advised they were denied to charge fuel because the account had not been paid.

Commissioner Gothard asked Gene Brandow, Fire Coordinator if he was aware of the issues and if the fire stations were being looked into and evaluated.

Gene Brandow, Fire Coordinator advised he has had unsuccessful attempts at contacting Caryville Fire Chief. He expressed concern about the fire protection and what services will be provided to the community. He has the intent to review Carville Fire Department records before April meeting.

He has spoken with the store in reference to the account and was advised it has been paid. In the future if fuel is needed a check will have to be brought in to cover the expense.

Carol Kent advised the Board in reference to numerous Sunshine Law violations in Caryville, the Washington County News has drafted an information request for all County Fire entities financials.

County Attorney Goodman advised Gene Brandow, Fire Coordinator to ensure he has paperwork covering his actions.

Chairman Bush called a recess. 10:15

Chairman Bush called the meeting back to order. 10:30

III. PUBLIC WORKS SUPERVISORS – Commissioner Abbott expressed his thanks to Johnny Evans.

Commissioner Abbott advised Mr. Evans, Commissioner Gothard has agreed to pay for ½ the cost to put 22 ft. of milled asphalt down at the end of Orange Hill and Quail Hollow. The estimate received from GAC is \$18,000.00.

He asked Mr. Evans to look at completing the project when the equipment is in his district next.

Mr. Evans advised that he did not know if he could complete it but would work towards it.

Commissioner Abbott spoke on purchasing the milled asphalt from Marianna instead of Panama City. The cost in Panama City is \$10.00 per ton and \$15.00 per ton in Marianna. Marianna is closer and would save fuel as well as time.

County Coordinator Corbin advised Johnny Evans to set up a meeting with GAC.

County Coordinator Corbin advised the Board he has been currently negotiating for rock in Marianna.

IV. COUNTY ENGINEER – Cliff Knauer

- Roche and Lucas Lake Road – The right-of-way is staked on both projects and residents have been signing right-of-way. The deadline on both projects is March 2016. The county match for Roche Road is \$381,749.00 and \$536,230.00 for Lucas Lake Road.

County Engineer Knauer advised the Board if the project were put out to bid today, he is expecting it to come in \$200,000.00 over budget. He suggested the County commit to in kind in order to cut cost.

Commissioner Gothard expressed concern about the road being done correctly.

Commissioner Abbott suggested the Board commit to in kind items beforehand.

The Board agreed for Commissioner Kent to serve as a liaison on the Roche and Lucas Lake projects.

County Coordinator Corbin advised the Board should take a closer look at contracts.

- Grants – 100% grant SCRAP project is upcoming for 2 paved roads, which is scheduled for 2019. The due date is 4/24/15.

County Engineer Knauer advised the Board submitted Wilderness and Shakey Joe Road last year.

County Engineer Knauer suggested CR 284.

Chairman Bush suggested County Engineer Knauer, Dallas Carter, and Johnny Evans decide on a road.

SCOP – Buckhorn and Hard Labor have been chosen to submit for SCOP projects, which are due April 12.

County Incentive Grant Program – The grant is 50/50. County Engineer Knauer suggested Griffin Road. The due date is April 27.

Chairman Bush advised County Engineer Knauer he has the Board's support.

- Roche Road – There are some residents that are willing to sign for right-of-way but are requesting different items in return.

County Engineer Knauer confirmed with the Board he could work with County Coordinator Corbin on those types of issues.

The Board agreed.

Commissioner Abbott advised to ensure things are in writing.

- FEMA Projects – The projects have been obligated and approved. The next step is to award and give the agreement to Roberts and Roberts to build the projects.

There are 5 projects and County Engineer Knauer clarified with the Board they would like to do one project at a time.

Chairman Bush suggested starting with the least expensive project.

County Engineer Knauer advised the Board the notice to proceed, and the agreement would be issued, and the contractor would be instructed to do one project at a time.

The Board agreed to list awarding the contracts to Roberts and Roberts on the consent agenda.

V. COUNTY COORDINATOR –

- Property Donation – Diana Spence has offered to donate property to the County. The property is located off Shenandoah Blvd. Jackie Snowden advised the 2013-2014 taxes are owed on each property of \$65.30 each.
The address is Sunny Hills Unit #2, lot 28, ORB 395 P 238 BK 0299, and Sunny Hills Unit #2, lot 30, ORB 427, p 139, BLK 0299.

The Board agreed to list the donated properties on the consent agenda.

Jackie Snowden advised the Board Linda Smith is looking at the option of donating property to the County as well as other options.

County Coordinator Corbin advised the Board he is going to contact Mrs. Smith.

Jackie Snowden advised the Board Donald Sheerin Estate would like to donate their property to the Board. The taxes that are owed are \$469.50 and the acreage is .2.

The Board agreed not to accept the property.

- Donald Vaughn – County Coordinator Corbin advised the Board he has received a request from Mr. Vaughn to access the Courthouse property and use a metal detector to see what items he could find.

The Board said no due to liability issues.

- Coy Drive – The Department of Transportation is willing to give the County a piece of property, which is 65x150 and cover all cost. County Coordinator Corbin recommended approval.

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

- Custodian Position – County Coordinator Corbin advised the Board there would be an advertisement for a custodial position.

Michael J. DeRuntz, Senior Planner advised the Board, The Capital Improvement Advisory Committee met yesterday. The capital improvement plan has not been updated in five years but should be done annually.

VI. CLERK – None

VII. DEPUTY CLERK – None

County Coordinator Corbin advised the Board he would have a recommendation 3/19 from the committee for the FEMA Coordinator.

VIII. COUNTY ATTORNEY –

- Malloy Property – Michael J. DeRuntz provided the Board some history of the property and how the Board is involved. The portion the County has been requested to quit claim is 12 x 16.

County Attorney Goodman went over the description of the 12 x 16

section with the Board. He advised the section encumbers on Mr. Malloy's building. He does not see it hindering what the County owns or needs in respect to the drainage basin and structures that are there.

He advised he prepared a resolution advising the Board would execute the quitclaim deed.

County Attorney Goodman advised the Board it is his and the staff's recommendation to list on the consent/agenda for approval tomorrow.

Chairman Bush advised to list on the consent agenda.

- Public Safety Resolution – County Attorney Goodman addressed the Board in reference to the public safety resolution he presented to them last month. The resolution would move fire contingency monies of \$25,000.00 and put under the Board discretion.

Chairman Bush addressed County Attorney Goodman in reference to the alcohol ordinance. He requested County Attorney Goodman proceed with the ordinance.

County Attorney Goodman advised the Board he would provide them a copy of the previous draft that was provided at an earlier meeting. If the Board were ready to proceed, they would need to advise in order for the staff to advertise.

Jackie Snowden advised the Board the updated draft is included in their packet.

Chairman Bush addressed the Board there were not issues among the Board with the communications resolution as he recalls. He advised to list the resolution the consent agenda.

Commissioner Gothard requested the public safety resolution be added on the regular agenda.

Leisure Lakes - County Attorney Goodman advised the Board he met with the President of the Association of Leisure Lakes and provided him a draft contract. There has not been a comment received from the association.

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

Deputy Clerk Brantley

Date Board Approved