

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**February 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

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I. PROCLAMATION – Deputy Woolover

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

A. Call to Order – Chairman Bush

B. Invocation/Pledge – County Coordinator Corbin/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.

The consensus of the Board is to proceed with the grant application. The Board agreed to provide a support letter.

- MSBU – Michael J. DeRuntz, requested the Board’s consideration in using MSBU tools accessibility in assessing properties, such as the dirt roads. The tool would be used in assessing every parcel in Washington County, which could provide a revenue source to address storm water

management issues. He suggested an MSBU based on a per lot basis.

County Attorney Goodman advised he would like to ensure that storm water is permitted under an MSBU.

There was discussion by Commissioners Gothard, Abbott, Chairman Bush, and County Attorney Goodman.

County Attorney Goodman asked if there is a consensus of the Board.

Chairman Bush advised to wait.

County Engineer Knauer addressed the Board in reference to grants.

- 2015 PLANNING COMMISSION SCHEDULE – Michael J. DeRuntz, Senior Planner went over projected items scheduled to be covered in 2015 by the Planning Commission.

Mr. DeRuntz, advised the Board The Department of Environmental Protection is requiring a submittal hearing for the amendments that were proposed for the Future Land Use Map. Ordinance 2015-1 will need to be rescinded.

A hearing will need to be held next month.

Mr. DeRuntz discussed overlay with the Board. He advised it is the intent for an area of future growth. The intent shows support from the Board.

There was discussion among the Board and Michael J. DeRuntz, Senior Planner.

- CODE ENFORCEMENT – Michael J. DeRuntz, Senior Planner requested the Board hire a full time position for Code Enforcement. The funding is available from the Building Department fees and the Planning Department would be able to cover the balance. It would be 75% Building and 25% by the Planning Department

There was discussion by the Board, Mr. DeRuntz, and County Coordinator Corbin.

The direction from the Board is for Mr. DeRuntz, Senior Planner to present to the Board where the funding would come from.

Commissioner Abbott asked Michael DeRuntz, Senior Planner if he was prepared to discuss the Malloy property with the Board.

Commissioner Abbott advised the Board they have been approached by a property owner that owns a piece of commercial property, which is the old NAPA Auto Parts. The City has released their portion of the property. The County owns a piece of property due to the retention pond. The owner needs the County to release ownership of that property in order for him to sell the piece of property.

Mr. DeRuntz advised the Board the property was acquired through a FEMA buyout, which comes with property restrictions on use.

Commissioner Abbott requested the Board take action in order to relieve the property.

Chairman Bush advised County Attorney Goodman to research FEMA

restrictions on usage.

- TRAVEL REIMBURSEMENT – Michael J. DeRuntz, Senior Planner addressed the Board in reference to travel reimbursement, which was discussed in a previous meeting for Planning Commission members/volunteers. He suggested the Board include the text reimbursement shall be in consideration for expenses generated from associated expenses outside of the county. The expenses shall be forwarded to the Division Administrator and approved by the Board/County Coordinator. In County, expenses should not be considered.

County Coordinator Corbin referenced additional county volunteers.

Michael J. DeRuntz suggested \$1,000.00 included in the budget for travel for volunteers.

County Attorney Goodman advised to include the language, approved by County Coordinator prior to the commencement.

Commissioner Gothard advised she would like the reimbursement expenses to be defined.

Chairman Bush advised this would be addressed when the Board is adjusting the policy.

STREET SIGN – Michael J. DeRuntz advised the Board there is a conflict with the sign location at Mallord Lane and Rodeo Drive.

Mr. DeRuntz recommended the sign be placed at the intersection with two signs.

The Board and Dallas Carter held discussion.

Chairman Bush advised Dallas Carter to research the easement.

REIMBURSEMENT – Michael J. DeRuntz, Senior Planner advised the Board the office has received a request for \$100.00 reimbursement from the Rodeo Drive request.

County Coordinator Corbin suggested putting the sign at the intersection.

Chairman Bush advised it is a staff issue.

- COMMUNICATION COMMITTEE – Commissioner Gothard expressed concern about the Communication Resolution gives the committee the ability to spend up to \$5,000.00 by 2/3 vote of the committee on a purchase order signed by the County’s Chief Administrative Officer, never coming before the Board of County Commissioners. She requested Board approval of anything up to \$5,000.00. This would mean more approval authority over purchases.

In reference to the current resolution, the communications board can authorize spending of \$10,000.00 by unanimous vote.

The issue is funding can be committed without it coming before the Board for approval.

Commissioner Gothard suggested the committee be used as an Advisory Board and would like to add the Fire Coordinator.

Commissioner Gothard requested the resolution be updated.

There was discussion by the Board on the resolution.

County Attorney Goodman clarified the concern is the County procurement policy needs to be followed.

Commissioner Gothard also suggested the County Coordinator have the authority to decline to sign for purchase approval.

- PUBLIC SAFETY COMMITTEE RESOLUTION – Commissioner Gothard expressed concern about the Board having a lack of authority for use of the funding. The Board has no authority because the funds are locked down by the committee.

Commissioner Gothard proposed the fund be placed in the contingency line item of the fire budget. She suggested voiding the resolution.

County Attorney Goodman advised the resolution would need to be dissolved with another resolution.

- FALLING WATERS ROAD – Commissioner Abbott

County Engineer Knauer advised the Board the design study reflected a speed limit of 7 – 9 miles per hour.

Commissioner Abbott advised the Board he would like to proceed with moving forward with closing Falling Waters Road from the South end. This would slow and reduce the amount of traffic. The request is to close the road at Clayton Road. This would also allow for longevity of the road

and enhance safety.

There was discussion from the Board, County Engineer Knauer, County Attorney Goodman, Al Gothard, and Dallas Carter.

Commissioner Abbott asked for a public hearing to close the South end of Falling Waters Roads due to numerous phone call requests.

There was not a consensus of the Board.

Chairman Bush advised it would be included on the regular agenda.

Chairman Bush called a break. 10:38 a.m.

Chairman Bush called the meeting back to order. 10:51 a.m.

- QUAIL HOLLOW – This item was addressed further in the meeting.

III. PUBLIC WORKS SUPERVISORS – This item was addressed further in the meeting

IV. COUNTY ENGINEER

- Rock Bids – GAC Contractors was the only bidder. GAC Contractors bid \$6,277,194.75 for option 1, which is delivery to the Mudhill Pit. GAC Contractors bid \$6,350,631.50 for option 2, which is delivery directly to the road.

The next step would be for the Board to make a conditional award based on 1) Contractor would be willing to renegotiate the quantities based on what the actual need currently is and 2) FEMA would approve the

bidding and contract documents, and amend any PW's necessary to match the new rate for rock.

The Board held discussion.

Chairman Bush advised to list conditional award of the rock contract bid to GAC on the agenda.

Chairman Bush recessed for executive session with a break for lunch following at 11:10 a.m. The meeting will reconvene at 1:00 p.m.

- MEETING RECONVENED

Chairman Bush closed the executive session.

County Attorney Goodman addressed the Board and the public the executive session was concluded at approximately 12:05 p.m. There is no action needed by the Board at this time.

Chairman Bush reopened the workshop.

QUAIL HOLLOW – Commissioner Abbott addressed the Board in reference to 7/10 of a mile that he would like to have milled asphalt put on. The cost is estimated at \$18,000.00.

County Coordinator Corbin advised there are other Commissioners with areas of concern. He suggested when the funding comes in each Commissioner receive a set amount for projects they would like to fix.

Deputy Clerk Brantley advised County Coordinator Corbin there is



funding in road impact fees that need to be spent in this budget year. There is \$84,000.00 in the fund. Before this meeting, Deputy Clerk Odom checked and estimated that \$50,000.00 should be spent. There is an 8-year mark on the money in the fund.

The Board, Dallas Carter, and County Coordinator Corbin held discussion.

Dallas Carter requested the Board watch the FEMA money because Road and Bridge has to make it to the end of the year.

Commissioner Abbott requested the funding come from the impact fees.

Commissioner Gothard advised if that were approved, she would like \$18,000.00 to go toward the roads in Sunny Hills.

County Coordinator Corbin addressed the Board in reference to the condition of Griffin Road.

Commissioner Kent spoke on the condition of the road.

County Coordinator Corbin estimated the cost to fix the road at \$67,000.00.

Chairman Bush advised to list Quail Hollow and Griffin Road on the regular agenda.

COUNTY OWNED SUNNY HILLS PROPERTIES – Commissioner Abbott addressed the Board in reference to the Red, White, & Blue Festival scheduled to be held in Sunny Hills. The Board has been asked to

consider listing county owned properties at the event.

County Attorney Goodman advised the same stipulations should be used as when the Board previously advertised.

Commissioner Abbott suggested including a stipulation that the property would have to be built on in a certain time-period.

County Attorney Goodman advised the Board per statute there is process that has to be followed to sale surplus property, which includes notifying the public.

County Attorney Goodman advised the properties will be sold where is/as is.

There was discussion on the advertisement of properties.

Chairman Bush advised to list advertising the list of lands for sale at the Property Appraiser assessed value on the regular agenda.

#### PUBLIC WORKS SUPERVISORS –

- Equipment Quotes – Johnny Evans advised the Board they received auction prices from Deanco and Woods. He requested approval to sell equipment but to keep the trucks until the new trucks arrive. The guaranteed price is \$318,000.00.

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

#### V. COUNTY COORDINATOR

- Tax Deeds – County Coordinator Corbin advised the Board approved last

year to apply for tax deeds listed at \$1,500.00 and above.

The Tax Collector needs to be notified how the Board would like to proceed.

County Attorney Goodman advised the Board the research showed last year the cost to pursue them were more than they were worth based on the value.

Clerk Bell advised that she would look into the issue in order to provide the Board additional information but at this time, she does not feel comfortable in making a recommendation.

Commissioner Abbott suggested pursuing the tax deeds above \$5,000.00.

Chairman Bush confirmed with County Coordinator Corbin and Clerk Bell that a recommendation would be brought back to the Board for the regular meeting.

VI. CLERK –

- Budget – Clerk Bell advised the Board she has initiated budget meetings that will start March 3 and continue quarterly.

VII. DEPUTY CLERK – None

County Coordinator Corbin addressed the Board in reference to compensatory time.

Marla Hayes advised they had received a report from Finance that reflected

compensatory balances that equal \$8,316.84.

She suggested employees offset their time when possible to ensure any additional comp time will not be accrued.

A second suggestion is comp time will be approved in lieu of annual leave.

The Board, County Coordinator Corbin, and Marla Hayes discussed comp time.

The consensus of the Board is for employees to continue with employees earning comp time for overtime. In addition, comp time should be used in lieu of annual.

Marla Hayes advised the Board she has received confirmation from FMIT that the Board will receive a refund of \$16,000.00.

Marla Hayes advised the Board Brown & Brown would like to offer a quote on worker's compensation liability and property.

The consensus of the Board is to pursue another quote.

County Attorney Goodman advised the Board would need an RFP for the process.

Chairman Bush clarified with County Attorney Goodman the Board would need to approve authority to bid.

Chairman Bush advised to list the authority to bid on the consent agenda.

County Attorney Goodman clarified with the Board they would like for him

and County Coordinator Corbin to vet the proposals.

Marla Hayes clarified with the Board they would include it on the consent agenda and move forward with putting it out for bid.

Chairman Bush asked for clarification of what FACT does for the Board.

Marla Hayes advised the Board she would seek clarification.

County Attorney Goodman suggested to Marla Hayes to have a comprehensive overview of what services are being done by providers.

#### VIII. COUNTY ATTORNEY

- Department of Corrections Lease Agreement – County Attorney Goodman went over the draft lease agreement with the Board. Certain conditions included, is David and his staff will paint trim within 90 days, clean carpet, and replace carpet within the space before July 31, 2017.

The Board agreed to list the agreement on the consent agenda with clarification of addendum D., #2.

- In God We Trust Resolution – County Attorney Goodman advised the Board per the request from Commissioner Abbott he has prepared a draft resolution (In God We Trust) to be displayed in the Board Chambers of the Commission.

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

County Attorney Goodman advised to list on the regular agenda.

- Energy Conservation Process – County Attorney Goodman advised the Board per a request from a Commissioner he advised that he was prepared to discuss the process of hiring a firm to perform an energy conservation improvement. He asked if there is any desire to discuss from the Board.

There was a consensus from the Board to proceed.

County Attorney Goodman went over the process per statute.

Clerk Bell was not present in the meeting after 2:02 p.m.

County Attorney Goodman clarified with the Board they would list on the consent agenda the ability to interview for an Energy Performance Contractor, pursuant to statute 489.145.

#### COUNTY ENGINEER

- County Engineer Knauer advised he is pursuing a program that will combine Washington, Walton, and Holmes. The program will be called Lower Choctawhatchee River Sediment Reduction Project. The program would be used for paving. Once all the counties have approved the program will be submitted to Department of Environmental Protection.
- HMGP – The deadline has been extended to March 9. There is \$77,000.00 earmarked for Washington County. Repetitive damage has to be shown from project worksheets or improvements will improve or prevent flooding.

There was discussion by the Board on roads to submit.

Commissioner Abbott suggested County Engineer Knauer along with County Coordinator Corbin bring a suggestion to the Board at the regular meeting.

- SCOP – The program is for paving new roads, widen existing paved roads, drainage improvements, or to build or rebuild bridges. The projects would be set for 2019/2020.

Commissioner Abbott suggested to County Engineer Knauer to use the road matrix and bring a suggestion to the Board.

- FBIP – County Engineer Knauer advised the Board they previously authorized him to submit Gin Pond but he needs a resolution.

The Board agreed to list the resolution on the consent agenda with County Attorney Goodman preparing the resolution.

Commissioner Abbott advised he would like a list of roads that have been submitted to grants and the status.

- Falling Waters Road – County Engineer Knauer suggesting installing drainage for long-term protection for the newly installed pavement. The quote is \$12,000.00.

The Board approved to list the above on the regular agenda.

- Wilderness – County Engineer Knauer advised that he is ready to advertise for Wilderness Road.

- Lucas Lake Road – County Engineer Knauer advised the Board that he is currently working with landowners.
- Roche Road – A community meeting is set for 2/19.
- Hwy. Safety Program – The due date is approaching.

The Board along with County Engineer Knauer discussed roads and qualifications for the program.

Renae Rountree advised the deadline is 4/1/15. The Traffic Team met and decided since they had not been active long they would not go after the program this year but pursue a transportation alternative grant.

Michael J. DeRuntz, Senior Planner suggested letters should be sent to Representative Brad Drake advising of roads that have been submitted for storm water.

- IX. EXECUTIVE SESSION – The executive session was held earlier in the meeting.

Truette v. Washington County

Gainey v. Washington County

Washington County v. Sunny Hills Civic Association

Sunny Hills Volunteer Fire Department v. Washington County

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

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Deputy Clerk Brantley

Date Board Approved