

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**September 16, 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 Green

Present at the meeting were Chairman Bush, Commissioners 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

- Florida Department of Health Annual Contract – Karen Johnson, Health Department Administrator requested the Board include on the consent agenda approval of the annual contract, which is due by October 1.

Commissioner Gothard questioned the increase in Department of Transportation physicals from \$35.00 to \$100.00.

Karen Johnson explained the physical must be done by a specific certified provider. The original cost of \$35.00 was not in line with other counties.

The Board approved to list the contract on the consent agenda.

- Courthouse Update – GAC Contractors – This item was discussed later in the meeting.
- Amendment of Radio Communications Resolution 15-2 – Randy

Truette, Chairman of Communications Committee

Randy Truette asked the Board to consider the proposed changes in the resolution, which would allow the committee to handle emergency situations without coming before the Board. In these cases, the Board would be notified after the occurrence of any of these instances.

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

- EMS Medical Service Grant, Randy Truette, EMS Director requested the Board approve a resolution, which would allow EMS to apply for a grant, which would be used to purchase supplies and equipment. The grant amount is \$13,883.00.

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

Commissioner Gothard suggested Mr. Truette work with Mr. Brandow if there are fire fighters that have medical experience in reference to first response.

Randy Truette agreed.

- FDACS Application Resolution – Karen Shaw, Grants Coordinator which stands for Florida Department of Agriculture and Consumer Sciences Agriculture Education Promotion Facility Grant Program. Karen Shaw advised the grant would be geared toward a new Ag Center or repairs to the current one. The amount that would be requested is \$750,000.00.

The Board approved to list the resolution on the consent agenda, which would allow the Grants Department to proceed with the application process.

- Roche Road Supplemental Agreement Resolution – Karen Shaw, Grants Coordinator requested Board approval of the resolution which authorizes the Chairman and Clerk to sign the supplemental agreement with FDOT, for \$289,000.00 above the construction budget in the original grant.

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

- Choctawhatchee River Blueway MOU – Karen Shaw, Grants Coordinator advised the Board the previously approved the initial MOU but since Walton County has adopted an amended version, which added a 20-year term agreement. County Attorney Goodman advised the Board Holmes County has approved the Walton County version and the MOU includes an out for all parties as was previously included.

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

- NFWFMD FY 2015-2016 Water Project Submittals, Karen Shaw, Grants Coordinator advised the Board the deadline for submission is October 2. She suggested the Board submit the same projects as the prior year, which included, The Storm Water Improvement Plan, Roland Road, Porter Pond Road, Pine Log Road, Overpass Road, Deadening Road, and Gilberts Mill Road.

County Engineer Knauer advised the Board the project is geared

toward the public water supply.

The Board agreed to list the Water Project Submittal for 2015-2016 on the consent agenda.

- 2014-2015 Small Quantity Generator Report and Contract – Karen Shaw, Grants Coordinator advised the Board the Northwest Florida Regional Council has submitted the report for the Boards approval.

The Board approved to list report and contract approval on the consent agenda.

- Campbell Park - Derwin White, GAC advised the Board after the sheetrock is complete, the time period to complete their portion is 2 weeks.

County Coordinator Corbin advised the Board the parking lot material is ready and a grinder will have to be purchased for the septic tank.

- Courthouse Update – Derwin White, GAC provided the Board a status report of the courthouse construction.

County Coordinator Corbin clarified with Derwin White he needed approximately (30) loads of dirt hauled.

He advised the Board it was not listed in GAC's contract to haul the dirt off.

Derwin advised the Board his company is keeping track of the in-kind contributions.

Chairman Bush advised that he does not like decreasing decreases public works funds in order to save court facility funds.

Dallas Carter advised the additional work will decrease public works production.

Commissioner Gothard clarified dirt hauling was not included in the initial bid.

Derwin White advised there was discussion beforehand with the County Coordinator Corbin in reference to county workforce moving loads.

Commissioner Abbott requested an update on the possibility of demolishing the State Attorney/Public Defender building.

Derwin White advised he has confirmation from the State Attorney's office that their employees can be relocated to the Bonifay office. It is not their intent to inconvenience anyone and could go around the building.

He has not spoken with the Herman Laramore.

Dallas Carter asked Derwin White when the public works staff would be needed to move the loads.

Derwin advised he could use (2) trucks starting 9/17.

Chairman Bush advised for Debbie, Public Works to track the cost.

- Shakey Joe Road – Derwin White advised the Board he will start looking at Shakey Joe Road next week.

Commissioner Kent asked Derwin about Cope Road.

Derwin advised he would look at 9/16.

County Attorney Goodman advised the Board Tom Burger will be in Chipley for an on-site visit.

- Animal Services Standard Operating Guide – John Roney, Animal Control advised the Board they are seeking to compile written standardized guidelines. The guide is a work in progress and will drafts will be brought before the Board as they are prepared.

There was discussion by the Board, County Coordinator Corbin, and John Roney.

County Attorney Goodman advised the Board he has had the opportunity to review the draft and has no issues with it.

The Board agreed to list approval of the sections prepared on the consent agenda.

Chairman Bush called a recess. 10:24

Chairman Bush called the meeting back to order. 10:44

- Harmony Road – Vacation of Public Roadway Right-of-Way – Michael J. DeRuntz, Senior Planner addressed the Board in reference to Harmony Road, which is off of Moss Hill Road. He provided the Board

a review of the property.

Mr. DeRuntz advised the Board the vacation has been noticed and a public hearing has been scheduled for 9/24.

The Board agreed to list the resolution for vacation of the public roadway right-of-way on the consent agenda.

- Community Planning Month Proclamation – Michael J. DeRuntz, Senior Planner requested the Board list the proclamation on the consent agenda.

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

Commissioner Brock was available via polycom.

- SAFER Grant SOP – Gene Brandow, Fire Coordinator  
The Board held discussion on the SAFER grant breakdown of funds.

The consensus of the Board is for Mr. Brandow to provide another draft before the Board.

- Fire Departments – Gene Brandow, Fire Coordinator addressed the Board in reference to the e-mails that were received from the (3) fire departments who received notifications for plan of actions in August. The Departments are Country Oaks, Caryville, and Ebro.

Commissioner Gothard advised that she does not see where the e-mails reflect a plan.

She asked Gene if he had been contacted by the Chiefs.

Gene Brandow advised that he had not.

Commissioner Kent suggested the Towns might need additional time in order to compose a plan.

Commissioner Gothard advised the Board it is her intent to ask the Board to not fund the (3) departments. When they have a plan, they should come before the Board and present it.

Commissioner Kent expressed concern about drawing the line as far as being in compliance.

Chairman Bush suggested if the funds are withheld at this point, do not reallocate them to other departments.

County Attorney Goodman advised the Board they were provided with proposed changes in the fire agreement for review.

Commissioner Abbott requested the (3) departments receive notification of the upcoming request to not fund the departments.

- District Road Material Budget – Commissioner Bush advised the Board he would like for the district road material funds to have the ability to be carried forward. This would allow larger projects to be done with the funding.

The Board consensus is for the Clerk to contact the auditor seeking direction on the procedure that would need to be implemented.



III. PUBLIC WORKS SUPERVISORS –

Johnny Evans addressed the Board in reference to a 2007 dump truck and grader that are currently not in operation. The worst case scenario in reference to the dump truck is \$28,718.00.

The quote to fix the transmission on the grader is \$17,100.00, which would be an estimated \$2,500.00 less with the county staff doing removal of parts.

Currently public works is waiting for a quote from John Deere. He advised they would proceed with the cheapest quote.

The Board approved for the 2007 dump truck repair to be listed on the consent agenda.

The grader repair is covered under County Coordinator Corbin's signing limit.

Dallas Carter addressed the Board in reference to employees willing to donate time to another employee, which would cover loss time of work to be with her son, who was involved in a vehicle accident.

The employee does not have sick time.

The policy reads that the donation is for an employee sickness.

Ruth Brooks, Human Resource clarified with Dallas Carter the employee does not have any annual leave.

Dallas advised that is correct.

Marla Hayes, Human Resource advised the policy reads that leave could be donated for the illness or needs of the employee, and not necessarily family members. It is her understanding that it has been done in the past by the Board.

It is the consensus of the Board to proceed. The Board agreed to list the donation on the consent agenda.

Chairman Bush advised the amendment needs to be made in the policy.

Marla Hayes, Human Resource advised the Board would need to vote on it next week at the regular board meeting.

A revision regarding family sick leave will be provided to the Board for approval.

IV. COUNTY ENGINEER – County Engineer Knauer addressed the Board on the following:

- Johnson Road – A resident has complained about a section of road that is too narrow, which is 13 ft. wide. Water Management District has property on the south and the north is a private land owner. Going in the south direction would require an easement from Water Management District, which would have to go before the Board of Trustees of Florida. This would take at least a year.

County Engineer Knauer asked the Board if they would like him to proceed to obtain right-of-way on the north side.

The Board held discussion.

The consensus of the Board is to pursue right-of-way.

- Lucas Lake – A notice to proceed was issued 9/10.
- Roche Road – A notice to proceed will be issued 9/16. The Department of Transportation completion date on both projects is 3/31. The advertised completion date is 4/16, which is (2) weeks over the deadline. An extension can be requested.

Roberts and Roberts is the contractor for Roche Road and GAC is the contractor for Lucas Lake Road.

Easements have been received from the Presbyterian Church on Roche Road as well easements from Mr. Gurst daughters on the other end. There is a property owner next to the Gurst property but has requested the width reduced.

- Shakey Joe – GAC plans to start on Shakey Joe Road next week, which is the SCRAP project that DOT approved.

The 1.2 miles beyond that toward Fortune Pond needs will require a lot of work. The width of the road is not adequate.

Chairman Bush advised he and Dallas Carter previously looked at the road and decided the funds could be better used at another location.

- Wilderness Road – The road is currently at 80%. Approval of a change order is needed 9/24, which is \$265,000.00. The Board approved to list the change order on the consent agenda.

- Rock Pre-Bid – The pre-bid is 9/16 at 1:00 p.m.

County Engineer Knauer advised the Board lime rock base, or granite rock could be used.

Commissioner Brock suggested 57 lime rock.

County Engineer Knauer advised dust and availability is an issue.

Commissioner Abbott suggested using granite.

The Board held discussion with the consensus being for County Engineer Knauer to advertise for lime rock option as well as granite option.

- HMGP Gainer Road Agreement – The agreement has been given to Karen Shaw, Grant Coordinator in order for Chairman Bush to sign.

Chairman Bush advised to list the HMGP Agreement on the consent agenda.

- Department of Transportation Change – The Department has provided guidance documents, which reflect after July 2015 they do not want the same firms doing the design and the CEI. This includes LHAP projects as well.

Commissioner Brock requested an updated on Campbell Park.

County Engineer Knauer confirmed the update Derwin White provided earlier in the meeting.

Commissioner Brock suggested the well be moved to allow room for

an ambulance station to go in that location.

V. COUNTY COORDINATOR

- Building Official/Inspector Position – County Coordinator Corbin requested guidance from the Board on the position. County Coordinator Corbin recommended the Board currently not fill the position.

Commissioner Brock suggested filling the position.

Marla Hayes, Human Resource advised after researching she found if the County does not have a Building Official, a Building Inspector would have to have many certifications.

Chairman Bush suggested looking into entering into an agreement with Holmes County.

Commissioner Abbott suggested the Board post pone moving forward until there is more research done by the Human Resource Department.

Marla Hayes advised the Board in 2014 the current Building Inspector was paid \$48,759.00 and the current figures this budget year total \$74,000.00.

The current pay scale is \$27.54.

Commissioner Abbott and Chairman Bush suggested the option of contracting with Holmes County.

County Coordinator Corbin advised himself and County Attorney Goodman would converse with Holmes County.

VI. CLERK – Clerk Bell advised the Board she is thankful to have been a part of the loan negotiation.

VII. DEPUTY CLERK – None

VIII. COUNTY ATTORNEY –

- Animal Control Agreement – County Attorney Goodman advised the Board he has provided them a copy of a draft agreement Dr. Anderson has approved of.

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

- Fire Contracts – A draft has been provided to the Board.

Commissioner Gothard asked if the funding agreement was updated by the Board would the agreements have to be changed.

County Attorney Goodman advised the departments have the expectation they will be funded under the current formula. The contract would have to be renegotiated. The departments have requested specific language.

Commissioner Brock exited the meeting. 12:26 p.m.

Commissioner Gothard addressed the Board in reference to the departments requesting to spend any funds that are in their account currently by the purchase order system.

If they are receiving a quarterly draw, there will not be any funds remaining.

County Attorney Goodman advised they are asking that any funds in their account currently as well as future monies be rolled over if there

are such funds.

Commissioner Gothard clarified after the current funds carried forward are used there should not be any more if they are receiving a draw.

County Attorney Goodman agreed.

County Attorney Goodman advised legally the agreement is sufficient.

Commissioner Abbott suggested divided the cash carried forward and included a portion in each quarter disbursement, \$0.00 the balance this year.

Chairman Bush advised County Attorney Goodman to have the details clarified.

Chairman Bush clarified with County Attorney Goodman there is an executive session scheduled for the next board meeting.

County Attorney Goodman confirmed and advised the case is Pettis vs. Washington County.

Chairman Bush advised County Coordinator Corbin to ensure the Animal Control contract reflects the 3% increase referenced.

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

---

Deputy Clerk Brantley

---

Date Board Approved