

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
March 16, 2016 Workshop - Commission Board Room
1331 South Blvd., Chipley, FL 32428

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

I.

- A. PROCLAMATION – Deputy Woolover
- B. Call to Order – Chairman Bush
- C. Invocation/Pledge – County Coordinator Corbin/Chairman Bush

The Washington County Board of County Commissioners met on the above referenced date with the following members present: Chairman Bush, Commissioners Kent, Abbott, and Gothard.

Commissioner Brock was present via polycom.

Also attending the meeting are as follows:

Jeff Goodman, County Attorney

David Corbin, County Coordinator

Shawna Faison, Executive Assistant to Lora C. Bell

Deputy Clerk Brantley

Deputy Clerk Odom

II. AGENDA ITEMS –

- Parking Ordinance – Caitlin Cerame, WFRPC Planner advised the Board the purpose of addressing the parking ordinance before them at this point is for a public hearing to be scheduled next week.

The ordinance would allow the County Manager to be empowered to designate certain public areas as no parking areas. The ordinance would also give law enforcement authority to enforce the no parking areas by a

fine.

The layout is identified in Florida statute 316.

Commissioner Abbott advised he would like to ensure the statute is listed on the signs.

Lt. Rackard addressed the Board in reference to parking issues within the county.

Commissioners Abbott asked if there is space to add additional parking and if so, what would the expense be.

Commissioner Abbott, Bush, County Coordinator Corbin, and Lt. Rackard spoke on the parking ordinance and parking concerns.

Lt. Rackard expressed concern about the word “shall” in section 4.1. In situations the word could remove any discretion law enforcement did/did not have in reference to towing an unoccupied vehicle.

Commissioner Gothard advised the Board that she had concern in reference to section 4.1 as well.

County Attorney Goodman advised the Board if it is their pleasure the text in the draft ordinance can be changed.

Commissioner Brock addressed the Board in reference to available space on the east side of Culpepper, which could be used for parking.

Commissioner Gothard asked if impounding and towing are (2) separate items.

Lt. Rackard explained when a vehicle is typically towed to the yard for anything, the owner is responsible for any fees that may be associated.

An investigation is an instance that would cause a vehicle to be brought back to the Sheriff Department's property.

Commissioner Gothard suggested omitting 4.1 (impounding), and leave 4.2 (towing).

County Attorney Goodman advised that he would merge 4.1 and 4.2.

Chairman Bush asked if Caitlin Cerame, WFRPC Planner would be proceeding with the public hearing.

Caitlin Cerame, WFRPC Planner advised yes. She requested it be listed on the consent agenda, advising it has been publicly noticed in the paper.

Commissioner Gothard asked Caitlin Cerame if it would be put on the consent agenda to hold a public hearing.

Caitlin Cerame advised, yes.

Chairman Bush asked if the Board was in favor of that action.

There was no opposition from the Board.

- Future Land Use Amendment Application Fee Waiver Request - Caitlin Cerame, WFRPC Planner advised the Board, Mr. Moses Hernandez purchased property with the assumption that the designation was residentially designated on the future land use map. He referenced the Property Appraiser's list as a guide.

He intends to build (3) residential homes, and under a general commercial future land use designation he would not be allowed to do that by right.

The application fee is \$500.00.

The Planning Commission recommends approval to waive the application fee.

Chairman Bush advised the location is outside of Vernon, with no commercial area near it. The area was designated commercial erroneously in 2008.

There was no opposition by the Board to list the recommendation of the Planning Commission on the consent agenda.

- West Florida Regional Planning Council Agreement, Kate Daniel, WFRPC addressed the Board in reference to the current agreement with WFRPC and Washington County, advising the expiration date is April 27. Per a request by County Coordinator Corbin, a new agreement has been provided to the Board in order for them to review for consideration. The agreement is for a period of (17) months, set to expire September 30,

2017, which aligns with the county fiscal year. The proposed fee is \$5,300.00, for a total contract cost of \$90,100.00. The contract includes a change in hours from 9:00 a.m. to 3:00 p.m. from the current hours of 8:00 to 4:00. The adjustments to time and cost of an additional \$300.00 monthly is due to the travel time from the Pensacola office that was initially under estimated.

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

- Strickland Landing – Commissioner Gothard addressed the Board in reference to the effects of erosion on the pavilion at Strickland Landing.

County Engineer Knauer addressed the Board in reference to permitting. There have been (3) types of endangered muscles located at the body of water at Strickland Landing.

The cost to survey, perform wetland flagging, and permits would cost \$3,500.00, which would take a period of a year.

There was discussion by County Engineer Knauer, the Board, and County Coordinator Corbin.

Chairman Bush directed County Coordinator Corbin to monitor the building.

Commissioner Gothard advised she would like for the Board to approve the \$3,500.00 for Preble-Rish to start the permitting process.

The Board direction is to continue to monitor it.

Chairman Bush advised to stabilize what can be done at this point using in-house forces, making that more of a long-term effort.

- County Annex Lawn Beautification – Commissioner Kent advised the Board he plans to have some clean up done to the county annex landscaping.
He requested any specific request be provided.

- David Corbin Health Insurance Coverage – Commissioner Abbott suggested the Board cover the expense of David Corbin’s health insurance for a period of (9) months after his retirement, which is what is allowable by statute.
He requested for record purposes, David Corbin is the lowest paid County Manager in Florida.

County Coordinator Corbin expressed his appreciation.

There was no opposition from the Board to list the (9) month expense to the County for David Corbin’s health insurance coverage upon his retirement on the consent agenda.

- III. FEMA COORDINATOR – Terry Ellis addressed the Board in reference to task order (5). It is his understanding that the vote last month was for a (3) month task order and they are moving into month (2) of that task order.

Since the last meeting FEMA funds have been received to the County.

County Coordinator Corbin requested the total that Wheeler Emergency has

been paid versus what has been reimbursed for the services.

Terry Ellis advised the Board providing that would not be an accurate report; it would be misleading. Interim request for reimbursement are submitted. Within those request are several components of a project worksheet.

When the funds are received, that is not identified as the same as coming back in as going back out.

Commissioner Gothard asked if the Board receives a portion of their expense each time a reimbursement is received.

Terry Ellis advised, no.

Commissioner Abbott asked out of the \$605,000.00 that has been paid to Wheeler and Associates, how much has been reimbursed?

Terry Ellis advised, at this moment, that information does not exist. It would be speculative.

Terry Ellis committed to provide the information to the Board, but advised he would not commit it would be a 100% accurate but a snapshot.

- Courthouse – Jim Roberson, JRA Architect advised the Board the construction of the courthouse is progressing well. The Steering Committee selected to include (1) carpet color throughout the entire building.

Commissioner Abbott suggested to remove the vinyl tile, which has been

incorporated. The areas will be sealed.

Other changes included a dark cherry wood in the court room.

The courthouse committee approved the changes at their last meeting, with the Board of County Commissioners having the final say.

Commissioner Abbott suggested including the above on the consent agenda.

Chairman Bush expressed concern about the color of the carpet, suggesting the color should be dark enough to hide a stain, such as coffee.

Jim Roberson, JRA Architect suggested the carpet will look darker once it is installed and the carpet is composed of carpet tiles, which can be changed out.

Chairman Bush addressed the Board about the fact that court administration funds can be used for maintenance. The Board previously thought they did not have control of the funds but found out that is not the case.

Chairman Bush called a recess at 10:08 a.m.

Chairman Bush called the meeting back to order at 10:32 a.m.

Chairman Bush suggested the Board reevaluate some of the fees charged by the Planning Department. He directed Brandi Lowery to bring a recommendation before the Board.

IV. FIRE COORDINATOR – Gene Brandow addressed the Board. He advised that Commissioner Abbott had brought up the subject of fire records. He advised that he receives all copies of incident reports from the sheriff's office but have recently had some difficulties as for the fire departments receiving times for the run reports, such as (1) to (2) weeks. A system is currently in place with dispatch, where the reports are sent weekly and then forwarded to the fire departments, which allows them to complete their reports.

The north tower beacon light replacement is \$3,375.00. The repairs are complete at the new mud hill, with the labor being \$1875.00 in addition to the parts. The work has currently not been invoiced.

Commissioner Abbott advised that he wants to ensure everything is done within budget.

Deputy Clerk Odom replaced Deputy Clerk Brantley in the meeting at this point.

V. PUBLIC WORKS – Johnny Evans advised the Board they have obtained quotes from CAT and John Deere for backhoes. Tractor and Equipment have suspended sales of backhoes. There is \$172,062.00 in the line item for equipment, but \$6,000.00 short for the backhoes. Once the backhoes are purchased, there are (2) spare backhoes that will be auctioned as well as (3) generators, which are surplus.

Johnny Evans advised the department needs trailers and the resale of

equipment at the auction could assist with purchasing (2).

Johnny Evans asked if a letter from Tractor and Equipment stating they cannot provide a quote on a new backhoe is necessary.

County Attorney Goodman advised Johnny Evans to seek another quote.

County Coordinator Corbin advised that he would like to negotiate with the lowest bidder.

Chairman Bush asked if the Board needs to do a budget transfer of \$40,000.00/\$50,000.00 allowing road and bridge to purchase the backhoes as well as their trailers.

This transfer is within the road and bridge budget.

There was no opposition from the Board to list on the consent agenda the transfer of \$50,000.00 into equipment.

- VI. COUNTY ENGINEER – County Engineer Knauer advised The Water Management District has a problem at Williford Springs. The run-off from the top of the hill dumps across Strickland and goes into the spring. Water Management has offered to give the county an acre to install a storm water pond and they may be willing to assist with material to provide additional parking.

Commissioner Kent expressed concern about the current parking spaces being based on the amount of individuals the spring could hold.

County Engineer Knauer suggested an agreement between the Board and Water Management District to support the above referenced actions.

County Engineer Knauer suggested Chairman Bush and/or County Coordinator Corbin contact Bill Cleckly.

There is 6/10 from the top of the hill on Strickland Road where it hits the 90 degree curve at Williford Springs.

At a point, Water Management District expressed interest in assisting with paving that section.

The paving needs to extend to a portion, further, which includes a portion that is in Bay County.

County Engineer Knauer suggested County Coordinator Corbin and Chairman Bush contact Water Management District.

County Coordinator Corbin advised he would set a meeting for the following week.

County Engineer Knauer advised the Board, Campbell Park is progressing well.

Sod remains to be installed on the front bank before submitting an operating permit.

The grassing, shoulders, and guard rails have been completed on Wilderness Road. Currently the striping is in progress and close out will follow.

Lucas Lake is 60% - 65% complete with the earthwork. The deadline is April 16, but a few days need to be added to their contract for rain days. The project should be completed the end of April.

There was a delay on Roche Road, which was caused by AT&T. The right-of-way agreement with the land owner referenced at the meeting in February has been signed.

The contractors are going to request additional time for the delay caused by AT&T, which is warranted.

The projected completion date is the end of April.

Gin Pond will be turned in to FBIP.

A meeting with Tommy Barfield, which included County Engineer Knauer, County Coordinator Corbin, and Commissioner Abbott resulted in direction from the secretary to submit Kirkland Road for the County Incentive Grant, which is a 50/50 grant. He also suggested to submit it for the small SCOP. DOT is currently working on a study to show what would happen downstream if the additional 48 were put in.

County Engineer Knauer advised the Board that he would look for their approval March 24 to submit Kirkland for the County Incentive Grant Program as well as the small SCOP.

Commissioner Gothard advised the direction was to follow the matrix.

County Engineer Knauer advised there is not a matrix for resurfacing.

Chairman Bush addressed the Board asking if there is any opposition to include the road submittals on the consent agenda.

County Engineer Knauer advised the Board the large project to submit for SCOP is Buckhorn Boulevard.

County Engineer Knauer advised the Board a request can be made to DOT in regards to Kent Rd. for advanced funding for the design, survey, and permitting.

Mr. Barfield directed to submit the request for advance funding in writing after July 1 of the current year.

An advanced funding agreement will be provided after the request is received.

Commissioner Brock asked what program is the road in Ebro listed under.

County Engineer Knauer advised that Obey is on the (5) year work program for funding with DOT.

County Engineer Knauer suggested the Board approve of a road to submit for SCRAP.

The roads that have been discussed are CR 280, and Bonnet Pond North.

Chairman Bush asked which section of CR 280.

County Engineer Knauer advised from Hwy. 79 going to Douglas Ferry.

Chairman Bush suggested the worst part is from Hwy. 79 to Hwy. 279.

Commissioner Abbott advised County Engineer Knauer that he would like him to look at South Boulevard and Sunday Rd.

Commissioner Kent suggested Brickyard Rd.

County Engineer Knauer suggested to revisit the subject 3/24.

Commissioner Abbott directed County Engineer Knauer to evaluate the roads that have been suggested.

County Coordinator Corbin asked County Engineer Knauer if Greenhead Road was on the matrix because a citizen has expressed concern about the roads position.

County Engineer Knauer advised that it is on the matrix but not at the top and never has been.

Commissioner Brock advised Chairman Bush a dirt road near Rolling Pines is in bad condition.

Commissioner Gothard confirmed the name of the road is Ratcliff.

County Engineer Knauer advised the Board that the South Boulevard Sidewalk project is progressing well.

County Coordinator Corbin advised the Board and County Engineer Knauer that he brought up the 200 yards at the CTST meeting. They put it to

priority and moved it from safer, out to ta. They have (2) weeks.

Lynne Abel, Public Safety Director attended the meeting as well.

Commissioner Abbott confirmed the sidewalk will be from Ussery, where the city limits are and tie into that.

Lynne Abel, Public Safety Director advised they have until June 1.

Renae Rountree, Library Director advised it would be done under the transportation alternative.

County Engineer Knauer advised there is a resolution under that program that will be required from the Board.

County Coordinator Corbin advised there will be, when that is received from Donald.

County Engineer Knauer advised the Board a resolution approved by the Board is needed to authorize proceeding with the installation of the sidewalk from there to there.

Chairman Bush clarified with County Attorney Goodman that he would be able to provide that for the Board at the next meeting.

Chairman Bush advised to list it on the consent agenda.

County Engineer Knauer advised the permit package for Deltona Boulevard is projected for submittal the end of the week.

County Engineer Knauer advised County Coordinator Corbin that he will need assistance in setting up individual meetings in reference to Gainer Road HMGP.

County Engineer Knauer addressed the Board in reference to Joe Neel and Gainer Road. Additional right-of-way is needed on the west side of Gainer which is north of Joe Neel, due to drainage issues.

County Engineer Knauer addressed the Board in reference to monitoring wells at the new courthouse. Mr. Douglas indicated they will be required to put in (2) new monitoring wells that have either been abandoned or covered up in the parking lot.

Commissioner Abbott asked if Derwin White was aware of the issue.

County Engineer Knauer advised they would have to be put somewhere outside of the improvements but in an area downstream in the direction the water flows.

Chairman Bush suggested putting the wells in prior to the retention pond advising the issue needs to be brought to GAC's attention as soon as possible.

The Board discussed monitoring wells.

Chairman Bush advised e-mail addresses should be position specific.

Chairman Bush directed to set up a meeting.

County Engineer Knauer advised the Board Mr. Thomas, DEP advised he would like something in writing from Washington County on the intent within the next (30) days.

County Engineer Knauer asked Chairman Bush if he would like 4 inch stripes, which is what it is currently or 6 inch. He plans to provide a quote the following weeks.

Chairman Bush advised 4 inch.

Commissioner Abbott addressed County Engineer Knauer in reference to the slippage on Brickyard at the 4-way inter-section, asking what needs to be done in order to have it corrected.

County Engineer Knauer advised to mill the inter-section up an inch in all (4) directions and resurface the inter-section.

County Engineer Knauer, Chairman Bush, Commissioner Abbott, Commissioner Brock discussed the location.

Commissioner Brock advised County Engineer Knauer that he would like Happy Hill and the Valley Road looked at for striping.

County Coordinator Corbin advised County Engineer Knauer to look at the Ag Center.

VII. COUNTY COORDINATOR

- Karen Johnson, Washington County Health Department, addressed the Board in reference to an annual ranking with the data being collected by the Robert Wood Johnson Foundation and the University of Wisconsin Population Health Institute.

In 2015, the ranking for Washington County was (66) out of the (67) counties. This year Washington County is at (42).

The quality of life improved, graduation increase, and injury deaths among other items.

Florida is the first state in the United States to become nationally accredited.

Rena Rountree, Washington County Library, provided the Board information in reference to telehealth per the request of Commissioner Bush.

Their rating is an A+ on better business accreditation since January 2015 and they have had (3) complaints with all of them being resolved.

Rena Rountree, Washington County Library asked the Board to consider withdrawing from The Library Cooperative, which is part of Jackson, Holmes, Calhoun, and Washington County.

The goal was to provide additional funding for rural, underserved counties to bring technology and automation to public libraries.

Unfortunately it does not seem the Cooperative is doing what it needs to in regards to the level of service provided in Washington County.

Primarily the cause for the Board not feeling they could come out of the Cooperative was feasible was some of the cost associated with it, as well as the Library Director not having a master's degree in library

information services, which is currently not the case.

All the criteria for state aid would still be met. There is an inter-local agreement between the (4) counties. A written notification and Board approval is the requirement for not being a part of the cooperative. The notification has to be done by April 15, with a final date of September 30. Currently they provide for the checkout system as a whole \$4,900.00 annually for a system that (2) years ago cost \$40,000.00.

After an upgrade in 2014, that no longer was a consideration.

There is a loss or around \$40,000.00 but is not necessarily funding that is a level of service that would not be reflected at the county level. That money is essentially money that is being paid because it is serving 109,000 people as opposed to Washington County's 25,000.

Renae advised the Board there have been troubling issues at the cooperative level that have influenced the request, which saddens her.

The e-rate, which is the telecommunications and internet cost was not done correctly, which resulted in a loss of \$6,000.00.

The cooperative has advised they will reimburse the loss, but it is still county funding that did not come back to the library.

Commissioner Gothard asked Renae if she would be able to stand alone next year if the Board approves to withdraw.

Renae advised that is correct.

Commissioner Abbott asked Renae if she had any concerns with withdrawing.

Renae advised, she does not.

Commissioner Abbott recommended listing the approval to withdraw on the consent agenda.

Renae advised the Board there will be some loss on the staff side but patrons will not see any loss of service.

An example of an item that may be different would be that (1) staff is sent for training, instead of (2).

County Coordinator Corbin advised she has to understand that she cannot come back and ask for her budget to be adjusted.

Commissioner Brock asked how staffing would be affected at the Vernon library.

Renae advised that it would not be affected. Starting April 7, the library will be open for an additional hour.

Chairman Bush addressed the Board, based on the recommendation of County Coordinator Corbin and Renae Rountree, Library Director the item will be listed on the consent agenda.

There was no opposition from the Board.

County Coordinator Corbin advised the Board \$61,000.00 will be needed if the Board continues with last years \$5,000.00 threshold for tax deeds.

Chairman Bush suggested the previous year's threshold amount was \$3,000.00.

County Coordinator Corbin confirmed the amount is \$3,000.00.

Chairman Bush suggested to continue with \$3,000.00.

County Coordinator Corbin corrected the threshold as \$3,000.00, 80 parcels, for \$61,000.00.

Commissioner Abbott confirmed there are (82) lots.

Direction from the Board is to continue at a 3,000.00 threshold.

Commissioner Abbott and Gothard suggested the funds were budgeted for tax deeds.

County Coordinator Corbin advised there is \$0.00 budgeted for it, but would research the matter.

Ruth Brooks addressed the Board in reference to telehealth, which is not connected with Blue Cross Blue Shield. The coverage would be for all employees and their household members. The program has been successful statewide reducing the cost to health insurance. It is a value added program. It is \$5.00 per employee, \$6,600.00 - \$7,000.00 annually.

Commissioner Abbott suggested listing telehealth services on the consent

agenda.

There was no opposition from the Board.

County Coordinator Corbin advised the Board he has a completed survey on Amos Hayes Trail per direction by the Board.

County Attorney Goodman addressed the Board in reference to the Amos Hayes Trail survey. There is a rough road that is designated, which is included in the survey. There are some impediments in respect to post and other items in that road. There is also significant area in the county's right-of-way, but outside of the current roadway/pathway. There are other impediments, such as in the wire fences and gates in the right-of-way.

County Attorney Goodman asked if the Board wanted him to take action with respect to protecting the road/trail. He also asked if the Board would like protective action taken on the items that are outside of the road/trail but are inside of the right-of-way.

Commissioner Abbott advised the right-of-way needs to be protected.

County Attorney Goodman advised the Board has a platted right-of-way they have accepted.

Chairman Bush suggested to protect the right-of-way.

County Attorney Goodman clarified, the whole thing; if you are in it move it.

Chairman Bush advised yes.

Commissioner Gothard addressed County Attorney Goodman, asking if there was something that could be done that would allow a resident that has a rod ironed fence, with an electric gate to be kept.

County Attorney Goodman advised the Board has the ability to approve an encroachment agreement.

In respect to items in the road, a time frame to move those will be given. If they are not removed in that time frame staff, along with the assistance of law enforcement will move them.

County Coordinator Corbin advised the Board of concerns with the gate not being functional at Paradise Lakes and problems expressed by fisherman. The Board has an agreement with Paradise Lakes. He suggested the Board approve of authority for County Attorney Goodman to address the case, in order to end the confusion.

County Attorney Goodman asked County Coordinator Corbin what is his suggestion.

County Coordinator Corbin advised he would like for the other party to be notified that they have failed to meet the agreement.

County Attorney Goodman clarified that he would like a dec action and a breach of contract.

There was no opposition to list the approval of authority on the consent

agenda.

VIII. CLERK - None

IX. DEPUTY CLERK - None

X. COUNTY ATTORNEY - None

Commissioner Brock asked the date for Dallas Carter's retirement.

Marla Hayes, Human Resource advised April 30.

Commissioner Brock suggested the Board should approve of the insurance for Dallas Carter, as well because he has given a lot through the years.

Johnny Evans suggested that Dallas Carter has his insurance taken care of.

Ruth Brooks advised he would be covered on his spouse's insurance.

Commissioner Brock advised he did not know.

Chairman Bush advised that he supports anything to help Dallas, because he has given a lot of his time to the county.

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

Deputy Clerk Brantley

Date Board Approved