

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 18, 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. PROCLAMATION – Deputy Woolover

A. Call to Order – Chairman Bush

B. 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 not present.

Also attending the meeting are as follows:

Jeff Goodman, County Attorney

Lora C. Bell, Clerk of Court

David Corbin, County Coordinator

Johnnie Odom, Deputy Clerk

II. AGENDA ITEMS

- Proclamation for Grandparent Alienation Awareness Day – Ann Tiller Hage requested the Board proclaim June 14, 2016, Grandparent Alienation Awareness Day. The State of Florida has previously approved of a tribute of the day.

Chairman Bush suggested to add the proclamation to the consent agenda after being reviewed by County Attorney Goodman.

Commissioner Gothard added to the agenda discussion of contracting (4) FEMA pw's.

- CareerSource Chipola Inter-local Agreement – Richard Williams, Executive Director Career Source Chipola requested the Board approve of an updated inter-local agreement due to changes by the federal government, which requires an updated agreement. There is a current inter-local agreement between the County and CareerSource Chipola. The law has been changed from the workforce investment act to the workforce innovation and opportunity act.

County Attorney Goodman advised that he has reviewed the document.

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

- FDACS Grant – Julie Dillard, County Extension Director – Julie Dillard advised the Board they received approval for a FDACS grant, which is facility funding for an agriculture education and promotion facility. The approval amount is \$300,000.00. She requested approval from the Board to officially accept the funds. The funds can be put under contract and be held for a timeframe. With this a plan B. will have to be submitted in the case the governor's office does not allow the funds to be held. This would be exhibit A. She advised they would like to reapply for the grant funds, which is standard protocol.

The objective is to be able to build a new Ag Center.

Commissioner Abbott asked if there are any plans for the current ongoing issues at the Ag Center.

County Coordinator Corbin advised Commissioner Abbott, Trane is currently working on the finances, which includes a new air conditioner unit.

Preliminary reports have been provided by County Engineer Knauer. There are also foundation and structural issues.

Julie Dillard advised the Board there are major issues that exceed the air conditioning unit. The internal gutter system failing has caused leaks throughout the building. The stage is sinking in the back, which has caused cracks from the ceiling to the floor.

Julie Dillard, County Coordinator Corbin, Commissioner Gothard, Abbott, Kent, and Bush held discussion on the Ag Center.

Julie Dillard advised the funds are held from one fiscal year to the next. Documentation has to be submitted showing the plans for the funds and how the community will benefit.

The Board agreed to list the acceptance of the funds on the consent agenda and reapply for the grant in October.

- Integrated Library System – Renea Rountree, Library Director advised the Board she has received (3) bids for the integrated library system, which is for the library to remove themselves from the library cooperative. The system will essentially be closed to only Washington County. The lowest quote received is from ByWater Solutions. The total cost for the first year is \$12,600.00, and the continuing cost is \$4,900.00 annually. E-rate reimbursement will cover the migration of \$7,700.00.

The Board agreed to list the approval of ByWater Solutions on the consent agenda.

Renea Rountree advised the Board she would provide the contract to

County Attorney Goodman to review.

- Variance Request – Caitlin Cerame, WFRPC Planner addressed the Board in reference to a variance request from a resident at 289 Hwy. 90 who would like to sell and subdivide her property, which is approximately 1.2 acres. Both homes were built prior to the land development code and comprehensive plan. The property is agricultural/silvicultural.

The Planning Commission recommended approval at their May 3 meeting.

Commissioner Abbott and Gothard expressed concern about the driveway access.

Caitlin Cerame, WFRPC Planner advised there are currently (2) access points.

She advised her concern was with the road frontage.

Chairman Bush advised the consensus of the Board is to list the variance on the consent agenda.

- Planning Commission At-Large – Caitlin Cerame, WFRPC Planner addressed the Board per their previous direction the Planning Commission and County Coordinator have worked together to review applications for Planning Commission At-Large. The applicants were contacted and questioned. Based upon interview and applications the committee recommends the appointment of John Gay.

There was not any opposition from the Board to list the appointment of

John Gay on the consent agenda.

- Small Scale Future Land Use Amendment from General Commercial to Low-Medium Density Residential – Caitlin Cerame, WFRPC Planner addressed the Board in reference to the amendment, which is located within the city limits of Vernon on Hwy. 277.

A neighborhood information meeting was held. Concern was expressed about the surrounding property values diminishing as well as the type of structures that would be put there.

They were advised that the structures would not be mobile homes and that the renters would be responsible for the upkeep of their yard.

Commissioner Bush expressed concern about which lots were classified as commercial on the presentation that Caitlin Cerame provided.

Caitlin Cerame suggested that residential was at the location before the comprehensive plan.

The applicant went before the City of Vernon and they did not have an issue with the change.

The small scale amendment has to be sent to DEO. A public hearing is required and from that point the amendment could be listed on the consent agenda for approval of the ordinance.

County Attorney Goodman advised County Coordinator Corbin to list on the consent agenda, approval of the ordinance regarding the small scale future land amendment.

Commissioner Gothard clarified with Caitlin Cerame that the public

hearing will be scheduled before the meeting.

Caitlin Cerame advised yes.

- Portion of Seminole Plantation Plat Petition – Caitlin Cerame, WFRPC Planner addressed the Board in reference to a plat vacation for a portion of the Seminole Plantation Plat.

Caitlin Cerame provided a description of the property, which included that the property is estimated at 620 acres, located in the southern portion of the county on the west side of Hwy. 77, which is north of Hwy. 20 and is currently undeveloped.

On the plat it is referenced as Lake Helen and on the Property Appraiser's website referenced as Compass Lake.

County Attorney Goodman advised that it is also referenced as Cogburn Lake.

In the southeast portion there are residential developments. On the future land use map it is classified as agriculture/silviculture.

Caitlin Cerame went over the map with the Board.

The Planning Commission has recommended approval, requesting a specific purpose survey from the County Engineer's request to ensure the portion that was being vacated would not conflict with the existing road via Amos Hayes, Fawn Ridge, or Crystal Lake due to the age of the area. They are also requesting a variance.

The specific purpose survey has been provided, with the only issue being a section that is outside the right-of-way for Crystal Lake drive. The engineer has recommended an easement dedicated to the County to ensure public access is maintained.

Chairman Bush expressed concern about new property descriptions reflecting the actual location of the roads and also to ensure that the portion on the map referenced in blue is accepted out of the petition. He also requested assurance for future reference if there is development the County gains access for county residents through the planning process.

County Attorney Goodman advised the Board that County Engineer Knauer, and Caitlin's initial concern was to ensure that all of the exterior dedicated right-of-way in the plat remain intact for all property owners to have access.

In the future if the property owner would like to subdivide the property into lots, it will be re-platted in a way that meets the current standards.

The applicant has been requested to vacate everything that is identified in the red, with the understanding that if it is platted in the future it would fall within conformity.

Residents that have lots around the area will know that there will not be an access in the future, because that will be cleaned up with this process.

County Attorney Goodman advised a public hearing will be scheduled next week. The resolution provided will include that all roads are vacated within the platted area.

(Recess)

- Employee Handbook Section 14.27 – Lynn Gothard, Commissioner District 5 addressed the Board in reference to the section in the

employee handbook titled, Dress and Appearance.

She advised that she has had requests from a couple of departments asking if the Board would entertain the idea of them wearing uniform shorts during the work day.

The policy states that personal appearance standards may be established in departmental and work area rules. Shorts, Halter-tops, vulgar or other offensive attire is prohibited.

She requested feedback from the Board on directing Human Resource to look at that section of the policy to see if a section of an inclusion can be made to add, those employees who are currently wearing uniforms would be able to wear the uniform shorts as part of their daily work attire. The uniform shorts would be provided by the current uniform provider, costing .22 daily.

Chairman Bush advised the Board that he has been questioned about shorts as well.

Commissioner Kent addressed the Board in reference to employees wearing shorts. The type of jobs that they have it is not allowed. He advised that he felt it was a necessity when running heavy equipment and items such as that. He expressed concern of the safety issue.

Chairman Bush advised that he does not mind considering it as well. It is hard to identify which work types are included. The varying work conditions would be an issue to consider.

Marla Hayes, Human Resource advised that she had a discussion with a

Lt. at the prison and there is nothing in writing from their side prohibiting it. If the Board allows the change, which would affect the Inmate Supervisors he would need something in writing from the Board, which he would forward to the warden for approval.

He did express concerns in reference to safety issues.

Commissioner Abbott advised that he had not had the request.

David Corbin, County Coordinator spoke on having a dress code that would be equal for everyone.

The Board held discussion on the above.

County Attorney Goodman suggested to view safety first but advised that he does not know enough about the specifics of the requests.

There was no opposition from the Board to allow Human Resource to research the issue.

- Contracting (4) FEMA Projects – Commissioner Gothard, District 5 advised the Board that she has identified (4) pw's that have large amounts of dirt and rock needed, with (1) pw including 916 loads. She does not feel that the work would be able to be done in the designated time period with (5) trucks running. She requested information from County Engineer Knauer.

Commissioner Gothard advised all the pw's are in District 5.

The Board held discussion along with County Attorney Goodman.

Johnny Evans, Public Works advised they were directed to select the largest pw in each district to the contract.

The Board directed to list the discussion under County Engineer Knauer's section.

III. FEMA COORDINATOR – Jason Wheeler asked for approval of the task order for June.

The payables since the last meeting total \$317,847.55, in cue \$63,500.00, and in process is \$672,000.00.

Chairman Bush asked Mr. Wheeler if he had any concerns with contracting the (4) additional pw's.

Mr. Wheeler advised that he did not.

Mr. Wheeler advised that he does not have any current concerns and is eager to see progressions with process.

There was not any opposition by the Board to list the task order on the consent agenda.

Chairman Bush addressed the Board in reference to their prior approval to contract the striping work, which includes Happy Hill Road. The bulk of it included striping in district 1.

Johnny Evans, Public Works advised that funds had not been transferred.

Commissioner Bush advised the Board he had Deputy Clerk Brantley pull the minutes. In August of last year the Board discussed paving projects.

The (1) that he brought up was paving on Shakey Joe Road. The initial funds came from the allotment of his funds to do that pavement, which was approved at that time.

After the location was reviewed by himself, and Dallas Carter they realized due to right-of-way constraints and permitting that would be required it would not be feasible.

At this point he advised the Board he elected to do striping instead of having the additional portion of Shakey Joe paved.

This is to serve as a reminder of the prior approval of the funds. A funding source was not designated at that time but it was discussed and approved.

Commissioner Abbott clarified with Commissioner Bush that he would like to use the funds designated for the portion of Shakey Joe Road for striping instead.

David Corbin, County Coordinator advised that he could pull it from somewhere.

There was no opposition from the Board.

Chairman Bush addressed the Board in reference to Hoyt Street. There was discussion in the Community Traffic Safety Team meeting in reference to paving Hoyt Street, which is in need. The School Board would like for the County to resurface the area while the equipment is in that area.

The quote is \$43,000.00 for an overlay from Hoyt Street to Hwy. 90.

Speaking with Dan Miner, and Mike Park they feel that they could go in an agreement each paying 1/3, but they would have to get it approved.

Chairman Bush, Commissioner Abbott, and Kent held discussion on Hoyt

Street.

There was an agreement to list the Hoyt Street paving on the consent agenda, with the Board covering 1/3 of the cost.

Chairman Bush clarified the total cost is \$43,068.82.

- IV. PUBLIC WORKS SUPERVISORS – Johnny Evans advised the Board he met with the Forestry Department who would like to take over Environmental Road.

If they proceed, their intention is to close the road, preventing it from being a thru road.

There are not any houses on Environmental Road and the road is 100% on their land.

Commissioner Abbott clarified that the Board just has right-of-way. He asked if there were any funds used on the road.

Mr. Evans advised that some FEMA funds had been used on the road.

County Attorney Goodman advised the abandonment process will have to be done, which would start with the Planning Office.

There has to be assurance that any 3rd party access is not cut off.

The Board held discussion.

Johnny Evans advised the Board that he would direct them to the Planning Department.

County Coordinator Corbin advised the Board that he checked into (2) dirt

pits, one with the school board and the other was a pit that Commissioner Brock had referenced. One was not available and there was no response from the other land owner.

Commissioner Abbott suggested Chairman Bush make appoint a specific person(s) to look into a dirt pit.

Chairman Bush suggested tasking the incoming County Administrator with it.

Marla Hayes, Human Resource asked Johnny Evans if the (2) temporary FEMA employees would be needed with Commissioner Gothard suggesting to contract (4) pw's.

Johnny Evans advised that it depends on if the pw's are contracted.

Commissioner Abbott and Bush suggested Marla Hayes proceed.

Johnny Evans advised they are looking at resuming overtime.

- V. COUNTY ENGINEER – County Engineer Knauer addressed the Board on the following:
- Greenhead Road – The first (3) miles are well mixed, with some areas needing sand clay where there is not any existing base.
He suggested the county employees haul an estimated (30) loads of sand clay, and the contractor would spread and mix it.
What was listed on the pw would not fix the road. The road does not have base on it in certain areas.
The contractor has offered at no cost to spread, mix, and pack if the county would haul the loads.

Chairman Bush suggested to do a change order on the project, which would prevent the county crews from being impacted.

County Engineer Knauer estimated the cost of the change order would be \$3,000.00.

County Engineer Knauer advised the Board the project has been well documented.

Commissioner Abbott suggested if there is any additional money spent he would prefer for it to be on asphalt, instead of dirt.

County Engineer Knauer advised the Board that drainage issues have to be addressed and if they aren't the road is really not fixed.

Chipleigh and Mudhill Landfill – County Engineer Knauer advised the Board, DEP previously approved the close out of monitoring the Chipleigh Landfill. There was a list of items provided that the Board had to complete in order to close the landfill out.

After all the items are complete, paperwork will be sent to complete in order to receive full closeout.

Commissioner Abbott suggested closing the wells is not a good decision, because the water quality is good.

County Engineer Knauer advised that the wells go down in an intermediate aquifer. They want to ensure nothing is introduced in that aquifer. It is part of their landfill process. A portion of the requirement from the Board is for the Board to vote and approve to place restrictive covenants on

the land.

Mudhill Landfill -

County Engineer Knauer advised the Board the water quality test which was previously done by Trinity but is now currently done in house.

Chairman Bush advised if there is no opposition from the Board he would list Cliff's proposal on the consent agenda.

Commissioner Kent asked if Buddy Road had been started on.

County Engineer Knauer advised the permits have already been submitted for.

Commissioner Kent clarified with County Engineer Knauer that he had already switched over when this project was done.

Lucas Lake – County Engineer Knauer advised the Board there were several driveways added to the project. A change order has been presented to the Board for \$0.00 on this project. The change order is \$0.00 due to the signage being removed from the contract which were estimated at \$10,800.00, additional pipe was added, and sod added. The signs would be left as the county's responsibility.

The Board would need to vote on the change order as well as DOT.

There was no opposition from the Board to list the change order on the consent agenda.

County Engineer Knauer advised the Board the change order should reflect rain days, as well as the situation with AT&T.

An extension has been requested through the end of June.

County Engineer Knauer advised the Board the same extension has been requested on Roche Road.

Dewberry Preble-Rish – County Engineer Knauer requested the Board execute the letter that he has provided to them, which is a professional services agreement that is requesting to transfer projects from Preble-Rish to Dewberry Engineers, which is who they have sold their company to on April 6, 2016.

The Board confirmed with County Engineer Knauer that he would contact Roberts and Roberts in reference to including the additional (4) FEMA projects.

- VI. COUNTY COORDINATOR – David Corbin asked the Board TO approve of a resolution to support the construction of a sidewalk on Hoyt Street. The Board agreed to list the resolution on the consent agenda.

David Corbin, County Coordinator advised the Board he would meet with Johnnie Odom, Deputy Clerk and find the money and transfer it to the maintenance budget for the striping that Commissioner Bush referenced earlier in the meeting.

Commissioner Kent addressed the Board in reference to the SOG with the Fire Department.

Commissioner Gothard advised that the SOG was created when Gene Brandow was employed with Washington County. He took it to the cities and rural departments and advised it was available for their use. Vernon and the (2) county departments are using it.

The Town of Wausau expressed interest in using it.

The document was offered to the departments to use, but not mandated.

Commissioner Abbott expressed concern about the Board not approving the SOG for the fire department.

Commissioner Kent advised that it was brought to his attention that Sunny Hills is no longer a member of the Chief's Association and asked how does that work? Does the County have any representation with that board?

Al Gothard, Sunny Hills Fire Chief addressed the Board. They are required under ISO to have a SOG in the fire department. He is currently using the (1) that was provided by Gene Brandow.

Commissioner Kent commented that he did not know that particular SOG was being utilized.

Al Gothard, advised the Board it is not the Fire Chief's Association but the Fire Fighter's Association. The annual fee is \$100.00, which he has been a part of for (5) years but has not felt like the meetings were beneficial.

If there is a not representation at a meeting, there is fee.

He advised that he works directly for the Board. He spoke with Gene about the lack of representation and that he would like to cancel membership.

Lynne Abel, Emergency Management confirmed that Caryville or Ebro had not paid membership dues.

Commissioner Kent advised that his intent is to understand the process.

Al Gothard advised that he has to answer to the County.

Chairman Bush asked David Corbin to add repair of Hinson Crossroads Fire Department's phone to the list of items to look at. The service has not been active for (7) months.

Lynne Abel, Emergency Management advised there has been an issue for (10) months.

County Coordinator Corbin advised that he would have the department reimbursed if he feels that he should have not paid the bill.

Lynne Abel confirmed that the payment comes out of his fire department budget.

Commissioner Gothard advised that her understanding is the phone is in Hinson's name and not the county's, preventing access.

Lynne Abel advised that it is a voting precinct as well.

Chairman Bush addressed David Corbin, County Coordinator in reference to the utility bill being split as it is done with Orange Hill.

Johnnie Odom, Deputy Clerk confirmed.

Commissioner Abbott asked Johnny Evans if work is being done for another city/town with county equipment, does that come before the Board.

Johnny Evans advised that with The City of Chipley it has been mutual aid and it has not come before the Board.

Commissioner Gothard advised she was told by Margaret Riley that The Town of Wausau has an inter-local agreement with the Board but has not verified that.

Commissioner Abbott advised that he would like knowledge beforehand. That is something that should be decided by the Board. He wants that respect.

VII. CLERK – None

VIII. DEPUTY CLERK – None

IX. COUNTY ATTORNEY –

- Code Enforcement Magistrate – County Attorney Goodman advised the Board Mr. Fuqua has agreed to provide the special magistrate services for code enforcement at \$150.00, hourly.

The services were bid out, with none received.

County Attorney Goodman recommended the Board enter into a contract with Mr. Fuqua.

They will ensure that the code enforcement rules and processes are conducive to a magistrate.

The Board agreed to list the contract approval on the consent agenda.

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

Deputy Clerk Brantley

Date Board Approved