

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
July 20, 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

- A. Call to Order – Chairman Bush
- B. Invocation/Pledge – Pastor Orr/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

Lora C. Bell, Clerk of Court

Hank Hamilton, County Administrator

Risha Brantley, Deputy Clerk

II. AGENDA ITEMS

- Insurance Rates – Robin Riley, Brown and Brown Insurance

Brian Burch, Florida Blue addressed the Board in reference to the 2016-2017 insurance renewal. The county's credibility is for around a 100 life group and is around 54% credible. The initial rate increase started out at 16%, which has been negotiated to 7 ½% increase.

The county has been a part of a pro-share plus program, which allows for profit to be taken advantage of in the event there is any, a certain percentage is shared. The county is currently at 50%, which resulted in a \$70,000.00 pro-share reimbursement. The program can be used at the county's discretion, which includes a risk charge that is included in the

premium.

Alternates, similar to the current benefits were ran, which brought forth higher deductibles/co-payments.

Mr. Burch provided the Board a summary of their claims history.

Changing the prescription benefits is an option the county could consider

Commissioner Abbott questioned if generic prescription use, if available was mandatory by Florida law.

Mr. Burch addressed Commissioner Abbott, not that he is aware of.

Chairman Bush advised that the county pays over one million for health insurance. During the time that he has been a commissioner, any time there has been an increase the Board has absorbed them, preventing the increase from being passed on to the employees.

Robin Riley, Brown and Brown advised the Board on what happens when switching to a new carrier. A new carrier, the first two months of claims are very low because the previous carrier is continuing to pay run out of claims. A true claim period starts the third month. New carriers allocate for those ten months of claims, which is why a discount is shown. The following year would contain actual figures for renewal. Florida Blue has provided a true renewal.

United Health Care has an 8% decrease on the current plans. They will only essentially be paying for ten months of claims, and twelve months of prescriptions.

Making a plan change on prescriptions would mean a difference of 2 - 3%.

Florida Blue has brought forth a 7.7% increase and are looking at plan changes to bring that down to 4 – 5%.

Chairman Bush advised the Board they are in the initial stages and Robin Riley will come back before the Board once the figures are more solidified.

Commissioner Abbott advised that he is not interested in changing companies at this time but would like to see all options.

Chairman Bush asked if the Board subscribing to WebMD is factored in.

Brian Burch advised the rates are affected in reduced utilization.

Chairman Bush suggested the employees be sent a reminder that WebMD is available.

Robin Riley advised the Board that she would come back before the Board with information for the Board to make a decision.

- Enduro Race Road Closure – Ted Everett, Chamber of Commerce, Executive Director requested a road closure for the enduro motorcycle race scheduled September 18th. Clayton Road will be crossed at a certain point, during a 30 – 40 minute period with law enforcement assisting.

All residents on Hard Labor Road will be notified.

The Board agreed to list the road closure on the consent agenda.

- SHIP Foreclosure Policy – Cindy McIlwain, WFRPC Planner asked the Board to approve the draft foreclosure policy that they have been

presented with, which County Attorney Goodman has reviewed.

The Board agreed to list the SHIP foreclosure policy on the consent agenda.

- Communication Committee Annual Expenditure Report – Clint Erickson, E-911 Director provided the Board the following report:

First Communication -	\$5,740.00	Monthly Maintenance on Four Repeaters (Chipley PD/Fire, EMS, EOC – LGR, and SO)
	\$2,050.00	Replace Strobe Light at New Mud Hill Tower
	\$2,643.75	Beacon Repair (burned circuit board and fuse) at North Tower
	\$1,500.00	Light Replacement at North Tower
	\$3,375.00	Replace Broken Beacon at North Tower
Standard Power -	\$ 495.00	Generator Maintenance for June and July (North Tower, New Mud Hill Tower, EOC, and Dispatch)
FL Detroit Diesel -	\$2,611.24	Emergency – Generator Power Switch at New Mud Hill (Unable to contact Standard Power for Repair)
	\$2,345.00	Annual Generator Maintenance (more thorough) (North Tower, New Mud Hill Tower, EOC, and Dispatch)

The total expenses for the year were \$20,759.99, revenues reported by finance for the same time period were \$28,627.38, and expenses \$20,759.99, with a remaining balance of \$7,867.39.

The total account balance is \$83,630.60.

Commissioner Gothard addressed Clint Erickson, her understanding is a contract with Standard Power is in place but they were unable to be reached. Another company was contacted, which costs \$2,600.00.

Clint Erickson confirmed that is correct, the committee entered into a contract with Florida Detroit Diesel, due to some issues.

Chairman Bush asked if Standard Power would have made the repairs at no cost.

Lynne Abel, Emergency Management advised there would have still been an expense.

Clint Erickson, advised there were some items that were not covered under the maintenance contract, but are now covered under the maintenance contract with the current company.

Lynne Abel, advised there was no written agreement with Standard Power but the understanding was that they would do minimal maintenance.

-TDC Seat #4 Appointment – Heather Lopez, TDC Director requested the appointment of Ted Everett to fill seat #4. The term will end September 30, 2019, with a start date of October 1, 2016.

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

- Debris Removal RFP and Contract
- Debris Monitoring RFP and Contract – Rob Mahan, West Florida Regional Planning Council asked for approval for both of the above referenced contracts.

Lynne Abel, Emergency Management advised that they had the contracts in the past but have never had to activate the service. Having a 3rd party to monitor the removing contractors is a requirement.

The Board agreed to list the Debris Removal RFP and Contract, and the

Debris Monitoring RFP and Contract on the consent agenda.

III. FEMA COORDINATOR – Jason Wheeler, Wheeler Emergency provided the Board a report to reflect the prior month’s activity. One of the main items that was covered during this period is working through an invoice that the county received, which were offsets on the reimbursement request that had been submitted. There were incorrect offsets that the state was applying for a request for reimbursement. The information has been resubmitted and the state approved of the corrections.

8 RFR’s have been submitted and have been moved through the payment process.

The county did well per the draft of the OIG Report.

Jason requested approval of Wheeler Emergency task order 6, for month 3, period of August 1 – 31.

Commissioner Abbott asked Jason if he had concerns about making deadlines.

Jason advised that he predicts they will have to request an extension for some of the projects, based on the pace they are currently working at.

Commissioner Kent asked if the project control specialist was necessary at this point.

Jason advised that is a large part of documenting at the field levels.

Chairman Bush advised Jason to ensure monitoring and make cuts that are necessary.

Commissioner Abbott would like to ensure there is communication with all parties involved.

Chairman Bush advised to list the task order on the consent agenda.

IV. PUBLIC WORKS DIRECTOR – Tom Terrell

Chairman Bush commended Tom Terrell for the work that he has done.

Commissioner Abbott, Bush, Kent, and Brock held discussion on the FEMA events with Commissioner Bush confirming that the second event is complete and there is an extension on the first one.

V. COUNTY ENGINEER –

County Engineer Knauer advised the Board, the FEMA jobs contracted with Roberts and Roberts, (Greenhead Road) are complete. The only change order on the job was for the additional mixing, which was previously approved by the Board. The project is closed out except for the final invoice, which has just been submitted to the county.

County Engineer Knauer addressed the Board, they are finished with the FEMA contract jobs. From his understanding Chairman Bush did not want to proceed with any of his projects.

Chairman Bush advised that a road or two needed to be added in the Caryville area.

Johnny Evans advised that the roads are on their agenda.

Commissioner Gothard confirmed that County Engineer Knauer was speaking in reference to the large projects.

County Engineer Knauer confirmed that is correct. There is another package being composed, which include the pw's from public works that the Board previously approved to bid out.

Commissioner Abbott requested financial information in order to see if the Board should open a line of credit to continue these sort of items.

Clerk Bell advised the information was e-mailed as far as the status of the pending receivables.

Commissioner Kent, and Gothard commented that they did not receive the e-mail.

Commissioner Abbott advised that he would like to ensure they make the correct decision based on finances.

County Engineer Knauer advised the Board that in excess of 90 tons of rock is needed.

The rock projects have been on hold awaiting the Board's direction.

Commissioner Kent requested an updated amount of rock, excluding the pw's in the upcoming bid package.

County Engineer Knauer advised that he would provide updated figures at the July 28th meeting.

Commissioner Abbott advised they need a plan.

Clerk Bell advised that the information Commissioner Abbott requested will

be provided.

County Engineer Knauer advised the Board that he has delivered five copies of the inspection report for Greenhead Road. All documentation has been included and will be submitted for FEMA to include with the pw upon close out.

The items remaining on Roche Road are the county's responsibility, which include fencing and signage.

There is fencing that has to be done on Bonnet Pond Road and Roche Road as part of an easement agreement.

There has been some erosion on Lucas Lake Road, which the contractor will fix.

Both jobs will be monitored to ensure a full stand of grass, which is a part of the contract.

July 1st was the close-out date for both of the projects, and the completion notices have been submitted to DOT.

The army core permits for Spurling Landing have been received. The projected time frame to install the wall is the beginning of August.

The Water Management District has rolled over funding, which has given funding for the boardwalks.

George Roberts and GAC are going to provide a quote to fix Orange Hill Hwy. and Brickyard Road. Mr. Roberts has expressed concern that after the work

is done the same problem may occur at the intersection due to a result of heavy trucks stopping rapidly at the intersection. The only thing that will fix a steep slope where trucks stop rapidly is concrete.

The quote provided will include milling, tacking, resurfacing, and putting thermo down.

County Engineer Knauer advised that he would obtain a quote including concrete.

County Engineer Knauer advised the Board there is a change effective October 1st from FEMA, which is called the supercircular, which will require all provisions to be included in the contracts after October 1st.

Commissioner Abbott asked who is responsible to ensure the sidewalk project is completed properly.

County Engineer Knauer advised they have cut a slot and regraded a section of the ditch but did not grade it far enough, nor did they cut the slot wide enough.

The CEI contractor is Melvin Engineer.

County Engineer Knauer advised that he designed it.

Commissioner Abbott advised County Engineer Knauer that he wants it fixed.

County Engineer Knauer addressed the Board, it has been a process getting the contractor here in a timely manner. The contractor is North Florida Construction.

Commissioner Abbott asked County Engineer Knauer if the sidewalk was built the way he designed.

County Engineer Knauer advised no and yes. The owner of a corner property advised at the last minute, as concrete was being poured and requested a driveway. The plans did not include a driveway at that location. There was a swell that went down the sidewalk to the swell on the west side.

Commissioner Gothard agreed that it needs to be fixed.

Chairman Bush requested a status on the striping project.

County Engineer Knauer advised the process is underway.

Chairman Bush addressed County Engineer Knauer, he had received a call from a councilmen in Caryville about the road that runs by French's restaurant, which is suggested to be County Road 179.

He requested Mr. Terrell look at the location and suggested possibly covering striping in the location out of his district funds while there is a contract with Guettler and Guettler.

The area to look at is from Hwy. 90 to the railroad track.

Chairman Bush called a recess. 10:32 a.m. – 10:57

VI. COUNTY ADMINISTRATOR – Hank Hamilton

- Continuity of Operations Plan Facility – Mr. Hamilton requested approval of the agreement with Holmes County in the event Washington County loses the capacity to conduct emergency management operations out of Washington County, Holmes County facilities are able to make

accommodation. The agreement is reciprocal. The facility is located on Hwy. 90.

Commissioner Abbott expressed concern about researching a further distance.

- Signature Authority – Mr. Hamilton requested Tom Terrell, Public Works Director have authority to sign on behalf of the county in the event of his absence.

Commissioner Abbott suggested the Chairman of the Board have the authority to sign on behalf of his absence.

Commissioner Gothard mentioned that none of the commissioners would have been available during the FACT conference.

Chairman Bush advised at times the signatures that are required include the County Administrator and the Chairman.

There was no opposition from the Board to list the signature approval on the consent agenda.

- Sunny Hills Mowing Contract – Mr. Hamilton advised the Board the contract will expire at the end of the month. ICA, current contractor does not have an issue working on a month to month basis. Mr. Hamilton suggested continuing on a month to month basis until the Board reassess how they would like to handle the contract. The price will remain the same.

Commissioner Kent asked if residents are satisfied.

Mr. Hamilton advised there have been some complaints from citizens.

Commissioner Gothard advised that they are using a subcontractor and they are not performing the services at the same quality as they were in the beginning.

Mr. Hamilton advised that he would take the concerns to the contractor.

Gary Hartman advised that he mows his median.

- Forestry 50/50 Grant – Mr. Hamilton advised the monies for the 50/50 grant have been received in the amount of \$3,084.00, with the county portion being \$1,542.00. The funds will be used to purchase six digital radios, which will be distributed to Caryville and Sunny Hills.

Commissioner Gothard clarified the departments have the funds in their budget.

Mr. Hamilton agreed.

Commissioner Kent advised the Board he had been approached by a citizen who has a dirt pit that connects to the counties and has expressed interest in selling it.

Johnny Evans, Public Works advised that the pit connects with Gilbert Pit on Moonseed.

Mr. Hamilton advised Commissioner Kent, Mr. Tom Terrell, County Engineer Knauer, and himself will look at it.

VII. CLERK

- Millage Rate – Clerk Bell addressed the Board in reference to the millage rate of 9.2520, which has been currently left the same and was used in the budget provided to the Board.

Chairman Bush advised that he does not understand the property values increasing but raising the millage.

Commissioner Abbott addressed Chairman Bush, some property values are increasing and some are decreasing.

Commissioner Abbott suggested the minimum they should look at bringing in is the current ad valorem revenue amount of \$7,624,133.00 for the next year.

Commissioner Kent requested to see what a millage rate of 9.000 would generate.

Clerk Bell suggested to schedule a workshop.

Deputy Clerk Brantley advised that she would present some different scenarios with the millage rate.

County Attorney Goodman advised once the initial rate is set, it cannot be raise, but can be lowered.

Deputy Clerk Brantley advised the deadline for the millage rate to be back to the Property Appraiser is August 4.

The Board agreed to list the 9.2520 millage rate on the consent agenda.

Clerk Bell advised the Board the e-mail that was previously sent out in reference to available FEMA funds was sent out on the 21st to Chairman Bush, Mr. Hamilton, and herself. The e-mail has since been forwarded.

Commissioner Abbott expressed dismay about all the commissioners not receiving the e-mail.

Clerk Bell advised that she is sure that it has happened in the past and it was sent to the chairman with the thought process of him representing the Board.

VIII. COUNTY ATTORNEY – None

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

Deputy Clerk Brantley

Date Board Approved