

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
January 28, 2016 Regular Meeting - Commission Board Room
1331 South Blvd., Chipley, FL 32428**

DISTRICT 1 Alan Bush Chairman	DISTRICT 2 Charles Kent Vice-Chair	DISTRICT 3 Charles Brock	DISTRICT 4 Todd Abbott	DISTRICT 5 Lynn Gothard
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I. PROCLAMATION – Deputy Thompson

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 present via polycom.

Also attending the meeting are as follows:

Jeff Goodman, County Attorney

Shawna Faison, Executive Assistant to Lora C. Bell, Clerk of Court

David Corbin, County Coordinator

Risha Brantley, Deputy Clerk

II. ADOPT THE AGENDA – **Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to adopt the agenda.**

III. ADOPT PREVIOUS MINUTES – December 10, 2015 Board Meeting – **Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to adopt the above referenced minutes.**

IV. NON-AGENDA AUDIENCE – Effective October 1, 2013, Florida Statute 286.0114 mandates that “members of the public shall be given a reasonable opportunity to be heard on a proposition before a Board or Commission.” Each individual shall have three (3) minutes to speak on the proposition

before the board.

- Cindi Harp, 4197 Deltona Boulevard, advised the Board that Deltona has been closed at the end of the road where she resides where the spillway has washed out.

She addressed the Board in reference to destruction of their personal property by individuals, as well as harassment by individuals due to the road being temporarily closed and excessive traffic in the area. They are the only family that lives at that portion of the road and she requested the Board close it permanently, if possible.

She proposed the Board close the road from the dirt, where there is a transition from pavement to dirt to the spillway, all the way to the end of the road.

Commissioner Gothard clarified that Cindi Harp was suggesting to barricade the road and they would access the gate to access their residence.

Cindi Harp advised that is correct, and a fence could be put up at the other end.

Commissioner Gothard advised Chairman Bush the item should be discussed during a workshop because there is a process that will have to be followed.

County Attorney Goodman advised the Board the statute referencing vacating a road is 316.09 and 316.10. The Planning Department will need to provide a map of property owners that may be affected.

The road can be temporarily closed at this point, but not permanently.

The Board held discussion on the current temporary closure.

County Coordinator Corbin advised he contacted the Sheriff, who suggested Cindi Harp contact him.

The Board and Cindi Harp held discussion.

V. CONSENT AGENDA

- A. Request approval for the Clerk of Court to pay vouchers for December 2015 totaling \$2,672,082.66
- B. Tobacco Free Partnership Proclamation
- C. Opportunity Florida Payment of Annual Dues – Northwest Florida Rural Area of Opportunity remains unchanged at \$0.10 per capita. Washington County's dues are \$2,489.60
- D. Northwest Florida Water Management Maintenance Agreement – 20 years
- E. FDOT Land Donation – Item/Segment 2179095 Parcel 142.1 County Deed and Resolution, Parcel 700.1 and Resolution. Parcel 806.1 perpetual easement and Resolution. Parcel 905 License Agreement and Resolution.
- F. Variance Request to Density Requirements – 3120 Bonnett Pond Road requested a variance to reduce the size of his property located at 3120 Bonnett Pond Road to 3 acres. The additional acreage will be added to his existing adjacent homestead property to expand agricultural activities.
- G. Code Enforcement Magistrate RFP
- H. Fracking Resolution
- I. Canvassing Board – Todd Abbott Canvassing Board Member; Charles Kent alternate
- J. Wheeler Emergency Management Task Order 4

- K. Memorial Plaque Policy – County Attorney Goodman advised this item should be moved to the February meeting due to a previous ordinance in existence, and alterations would mean an amendment.
- L. Energy Audit Letter of Intent for underwriting services with Raymond

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to approve the consent agenda with the removal of item K. (Memorial Plaque Policy).

VI. AGENDA ITEMS –

- Waste Management – Ronnie Bell addressed the Board in reference to a CPI increase for 2016 for Washington County residents, which is from \$17.81 to \$17.84, county exempt customers \$8.91 to \$8.92, and commercial increased \$0.09 per yard. The total increase is 1.60% increase.

The Board and Ronnie Bell held discussion about the price change.

- Recycling Center – Ronnie Bell advised the Board, the bulk goods have been productive per employee James Shoupe, who works at the Recycling Center. To date, the bulk goods have been pulled once.

The Board held discussion. Concern was expressed about garbage being dropped off and employees having to sort through it.

Chairman Bush requested a list identifying bulk. Chairman Bush suggested the bins should be moved behind the fence.

There was no objection to changing the bin location.

- Energy Audit – Neal Turner, TRANE requested approval of the energy

project contract for \$1,093,239.00, which is guaranteed 100% from energy savings, which is approximately \$65,000.00 annually.

Once financing is finalized with Raymond James the amount may change due to the interest rate. If there is a change a change order will be provided to the Board.

The scope remains the same.

The Board held discussion.

Commissioner Gothard advised that she does not want to vote on something that is not in front of her.

Commissioner Abbott offered a motion to accept the energy audit in order to start on the work and initiate the engineering.

Commissioner Kent asked County Attorney Goodman if he was comfortable with the document.

County Attorney Goodman advised that he is.

Chairman Bush addressed the Board with the motion on the table as the following, to proceed with the performance agreement with TRANE at the current base rate, and scope of work, which is subject to change upon a better interest rate.

The motion carried 4 to 1, with Commissioner Gothard voting no.

- Public Works – Commissioner Abbott advised the Board he would like the Public Works Director to have engineering abilities.

Commissioner Gothard asked if the Board would like a bachelor's degree

as a requirement.

Marla Hayes, Human Resource advised that it is included in the requirements, but it could be substituted on a year for year basis on the required education.

Commissioner Gothard referenced the job description stating and, not or. Possession of a degree would likely change the pay.

Commissioner Kent advised the Board that he does not want the degree as a requirement.

County Attorney Goodman advised the Board that it seems they want the option included that a bachelor's degree is not required and experience could be substituted.

County Attorney Goodman advised the Board if it is their direction the adjustment will be made to the job description, that experience can be substituted.

Commissioner Abbott offered a motion, seconded by Commissioner Kent to advertise for a Public Works Director, with the above referenced change.

Commissioner Gothard asked what the starting pay is.

Marla Hayes advised \$27.54/\$57,283, which is the base.

Commissioner Gothard clarified with the Board that they want the Public Works Director to make what the County Coordinator would make.

Commissioner Gothard clarified that the salary provided is the least a Public Works Director could make.

Marla Hayes advised that is correct. The top range is around \$32.44 hourly.

Chairman Bush addressed the Board in reference to the current motion, which carried unanimously.

- County Manager – **Commissioner Abbott offered a motion to hire a County Administrator.**

Commissioner Gothard brought to the Board's attention the job description requires a bachelor's degree, 4-years of experience as a Department Director, Assistant County or City Manager in a county or city government.

Commissioner Gothard advised that she would like to confirm the Board agrees with the above listed requirements.

There were no objections from the Board.

Commissioner Brock suggested advertising for a County Coordinator.

Commissioner Kent seconded Commissioner Abbott's motion to advertise for a County Administrator.

Chairman Bush advised the duties/responsibilities of a County Manager or County Administrator are governed by statute.

Marla Hayes advised the base pay is \$32.74/\$68,099.20, with the high end being \$38.57.

Roll Call Vote –

Commissioner Gothard -	No
Commissioner Abbott -	Yes
Commissioner Bush -	Yes
Commissioner Kent -	Yes
Commissioner Brock -	No

The motion carried 3 to 2.

- Polling Place Agreements – David Corbin, County Coordinator advised the Board the Supervisor of Elections has presented the Board with polling place agreements to ensure the polling places are not rented during specific dates.

Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to execute the polling place agreements.

Commissioner Gothard and Commissioner Brock voted no. The motion carried 3 to 2.

- Board Meeting Schedule Change – Commissioner Bush addressed the Board in reference to a suggested meeting date change from April 28 to April 21 due to a Commissioner being unable to attend the original date. The meetings for the month of April are 4/20 and 21.

Commissioner Gothard offered a motion, seconded by Commissioner Kent and carried to change the meeting date from April 28 to April 21.

Marla Hayes addressed the Board in reference to Board direction on

advertising for the County Manager. She suggested advertising for a month.

She asked for interview direction.

Commissioner Gothard advised that she would like Human Resource to take care of the interview process.

Commissioner Abbott advised that he would like County Attorney Goodman involved.

County Coordinator Corbin suggested delaying hiring a Public Works Director, which would allow the new administrator to hire him.

Chairman Bush asked the Board if they had any concerns in offsetting hiring a Public Works Director for a month.

Commissioner Abbott advised that he does not want a void in staff.

Chairman Bush advised Human Resource to offset as much as possible so that there is not a gap.

Marla Hayes, Human Resource advised if it is offset until a County Manager is hired, there will be a gap.

She advised they would do all the preliminary, except hiring.

County Attorney Goodman advised the Board that along with Human Resource they need to be prepared to present to the Board the top 3 or 5 candidates.

The Board will have to decide the interview process they would like to proceed with.

- VII. FEMA COORDINATOR – Brenton Sempreviva advised the Board he does not have any updates.
- VIII. FIRE COORDINATOR – None
- IX. PUBLIC WORKS SUPERVISORS – None
- X. COUNTY ENGINEER – County Engineer Knauer spoke further down in the meeting.
- XI. COUNTY COORDINATOR – County Coordinator Corbin advised the Board Campbell Park has a current over run of \$6,713.65 on what the Board allotted.

The Board held discussion.

Commissioner Gothard offered a motion, seconded by Commissioner Abbott and carried to add \$7,000.00 toward the funds for Campbell Park construction.

County Coordinator Corbin advised the Board that he has received calls on Old Bonifay Road, off of the bridge by Cope Road, there is striping and leaving the location there is no striping.

The material budgets are decreasing for each.

Commissioner Kent advised the Board that he has received calls of concern on the road as well.

Commissioner Abbott asked County Coordinator Corbin if he recommends adding funds to their material budget. Striping is an issue in all the districts.

Chairman Bush advised the Board, he and Dallas are working on putting together a striping contract. If the funds are available the time would be

relevant to add on to the contract.

Prior Board approval to extend the pavement on a particular road was not done due to permitting and right-of-way issues. A decision was made to use the funds for striping.

Commissioner Kent advised the Board he used material funds when he striped Cope Road.

County Coordinator Corbin advised the Board the section he referenced striping is 2.2 miles, which should cost an estimated \$6,000.00 for thermo.

County Engineer Knauer advised the Board, thermo is \$10,000.00 per mile and paint is estimated at \$4,000.00 per mile.

County Coordinator Corbin asked County Engineer Knauer how much would \$10,000.00 cover per district.

County Engineer Knauer suggested to the Board to issue a RFP for striping. That ensures a contractor that is the low bidder and there will be unit prices for everything.

Chairman Bush advised the issue with contracts is when they don't know what quantities they are subject to get.

Commissioner Kent suggested to get an idea of the above referenced area. If the other is done, make a list of concerns throughout the county.

County Coordinator Corbin asked the Board if County Engineer Knauer could proceed with obtaining a unit price.

In the meantime, since it is under his signing limit, could he look into

adding additional funds to the district money for striping in their district?

Chairman Bush expressed support.

Commissioner Gothard advised that she does not want it designated only for striping.

County Coordinator Corbin suggested \$10,000.00.

Commissioner Abbott asked County Coordinator Corbin if that was for each district.

Chairman Bush advised County Coordinator Corbin, he can proceed and update those funds if he can find the money.

Commissioner Gothard asked County Engineer Knauer if he would proceed to work on the RFP.

County Engineer Knauer advised they are currently compiling a packing to bid out the timber docks at Live Oak and Hightower.

Both packages can be advertised at the same time.

County Coordinator Corbin asked if he could proceed with what he asked for each district.

Chairman Bush clarified with County Coordinator Corbin that he would look for funds to cover striping expenses, advising that is fine.

County Coordinator Corbin advised the Board that he has been contacted by an individual who would like to purchase property from the Board that is

located on Holly Hills. The property has a well and septic tank and is valued at \$5,000.00.

County Attorney Goodman advised the Board, if an individual is an adjoining property owner there is flexibility if it's under \$15,000.00, but if not the property would need to be advertised for open bid.

Chairman Bush directed County Coordinator Corbin to make that determination advising the Board does not have an issue selling property.

The Board, County Coordinator Corbin, and Jackie Snowden held discussion on county owned property and the option of selling the property.

Jackie Snowden advised that she has been contacted previously about county property sells but did not know where the Board stood on the issue.

County Attorney Goodman advised the Board a bid proposal is currently available and would only require insertion of any property the Board would like to advertise.

The assessed value will be used as the base bid.

Chairman Bush directed to include the list of properties on the February workshop.

County Engineer –

County Engineer Knauer advised the Board that the lime rock and granite was advertised and bid out October 2015 for the FEMA projects, with CW Roberts being the low bidder.

They do not have any issue awarding part of it for granite and a part for lime rock.

He advised the Board that he would like to award a contract to CW Roberts in order for them to move forward. If not the Board may be at risk of CW Roberts withdrawing their price.

County Engineer Knauer advised the Board that he has not issued a notice to proceed because he did not have that as the Boards direction.

The contract price is \$1,225,940.00. The contract includes that the contractor has 6 months to deliver all the lime rock and granite, if he does not the Board charges him \$500.00 daily.

County Attorney Goodman advised the Board if a motion is not made, the bid will likely have to be re-bid.

County Coordinator Corbin advised the Board \$992,000.00 in FEMA funds is in the process but has not been received.

Chairman Bush asked if they could cover the cost.

County Coordinator Corbin advised the Board he cannot depend on something that he does not have.

Terry Ellis advised the \$992,000.00 is in step 5.

Dallas Carter suggested the Board not proceed at this time.

Board direction is for County Engineer Knauer not to proceed at this time, pending incoming funds.

County Engineer Knauer advised the Board due to delays caused by rain an

extension might be required for Lucas Lake, and Roche Road.

The deadline for Roche Road is March 31 and Lucas Lake is April 12/15.

Chairman Bush suggested providing notice of the situation to the Department of Transportation.

County Engineer Knauer advised the Board the Department of Transportation requires that they approve all change orders first.

He advised he currently has a change order, less than \$1,000.00 for Roche Road.

XII. CLERK – None

XIII. DEPUTY CLERK – None

XIV. COUNTY ATTORNEY – County Attorney Goodman advised the Board per a request at the workshop 1/20, he has prepared a draft panhandling ordinance. Upon researching he has discovered that panhandling is a first amendment right.

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

Deputy Clerk Brantley

Date Board Approved