

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
February 15, 2017 – Commission Board Room
1331 South Blvd., Chipley, FL 32428

DISTRICT 1 Alan Bush	DISTRICT 2 Charles Kent Chairman	DISTRICT 3 Tray Hawkins	DISTRICT 4 Todd Abbott Vice-Chairman	DISTRICT 5 Steve Joyner
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I.

- A. Call to Order – Chairman Kent
- B. Invocation/Pledge – Danny Jackson/Chairman Kent

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

Also attending the meeting are as follows:

Jeff Goodman, County Attorney

Lora C. Bell, Clerk of Court

Hank Hamilton, County Administrator

Johnnie Pettis, Deputy Clerk

II. AGENDA ITEMS

- Florida Economic Opportunity Resolution – Terry Ellis requested the Board approve a resolution which gives rural counties the opportunity to participate in the BP oil spill funds.

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

- TDC Seat #7 Appointment – Heather Lopez, TDC Director requested Board approval of the appointment of Bill Maphis to TDC seat #7.

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

- TDC Visitor Guide – Heather Lopez, TDC Director addressed the Board. The Tourist Development put out a RFP for a visitor’s guide. The Tourist Development approved vendor Gatehouse Media on January 23. The contractual expense requires Board approval due to the amount. The contract will be negotiated.

Chairman Kent advised to list the contract on the consent agenda.

- Transportation Alternative Grant – Karen Shaw, Grants Coordinator requested permission to apply for the grant, which can be used for lighting. A resolution is needed to show support for the Transportation Alternative Set-Aside to fund lighting along the Falling Waters Multi-Use Path.

Commissioner Abbott cautioned about a reoccurring light bill.

Chairman Kent advised to list the resolution on the consent agenda.

- Florida Boating Improvement Program – Karen Shaw, Grants Coordinator addressed the Board. There have been several calls about Culpepper Landing in reference to the parking. County Engineer Knauer, County Administrator Hamilton, Tom Terrell, Public Works Director and herself viewed the landing resulting in County Engineer Knauer’s suggestion that the project would be ideal for FBIP.

Commissioner Hawkins commented the landing is the busiest in Washington County.

Commissioner Joyner asked if there are any plans for law enforcement to

cover the area.

Commissioner Hawkins advised yes. If approved, it would be a benefit for law enforcement and EMS to be able to enter adequately.

Commissioner Joyner suggested that the parking being fixed parking could be enforced.

Commissioner Bush advised that the Board does not currently have a parking ordinance. There was a previous attempt, which received a lot of kick-back and misunderstanding.

Commissioner Hawkins addressed the Board. After parking is provided there is no reason for the commission not to take the needed steps to put an ordinance in place.

Commissioner Abbott advised the parking ordinance would be applied throughout the entire county.

Commissioner Hawkins asked that County Administrator Hamilton look at ordinances from other counties.

Chairman Kent advised that the Board currently has a draft ordinance.

Chairman Kent advised to list the resolution approval for the Florida Boating Improvement Program on the consent agenda.

- Hazard Mitigation Grant Program – Karen Shaw, Grants Coordinator requested Board approval for the chairman to sign the application for the

grant, which is for the installation of a generator at the Health Department.

Chairman Kent advised to list approval of the application on the consent agenda.

- Communication Committee Purchase – Randy Truette, Communications Committee Chairman addressed the Board. The communications committee has been working on radio coverage within the schools. Vernon School mainly has 100% radio coverage. Testing has shown that there are dead areas at the Chipley School. The most economical/best way to solve the issue is to install a repeater system at the Chipley School, which would cover all of them. The cost is \$3,400.00. This will ensure if an incident occurs there will not be any dead areas. Mr. Truette asked for approval of the \$3,400.00 expense.

There aren't any current issues at the Vernon School but the issue will continue to be monitored. The next test is set up for after the start of the school year next term.

Commissioner Hawkins advised that he met with the school resource officer at Vernon Middle School where he showed him two halls where he couldn't get out.

There were also two at the high school.

The contact is Justin Jenkins.

Randy Truette advised that they will look at it. He suggested that it could

be the radio.

Administrator Hamilton advised that a system could be put at each school.

Randy Truette suggested if he could receive approval for both schools they will go back to see if there is actually an existing problem.

Commissioner Bush asked for the testing to be done prior to the upcoming regular meeting.

The location for the repeater at the Vernon area could be on the tower at the Vernon station, because it is high enough there to cover three schools.

Commissioner Abbott advised to make sure the communications committee approves of spending the additional funds, if needed.

The Board displayed their approval for the repeater in Chipley but would like the testing done at Vernon.

Chairman Kent advised to list the repeater(s) on the regular agenda.

- Dispatch Computers – Randy Truette, EMS Director addressed the Board. There are computers that need upgrades in the dispatch center. E-911 has \$6,000.00 to put toward the computers. He requested Board approval to spend \$8,000.00 on computers for the dispatch center.

Chairman Kent addressed the Board, hearing no objections the purchase

can be listed on the consent agenda.

Commissioner Abbott questioned where the additional \$2,000.00 would come from.

Randy Truette addressed Commissioner Abbott. The cost for the computers are \$14,000.00. E-911 intends to contribute \$6,000.00, and the communications committee requests to contribute \$8,000.00.

Randy Truette addressed Commissioner Abbott. The computers would replace some older ones at the Sheriff's Office, which were purchased by the Sheriff's Office about six years prior.

- Sunny Hills Library – Renea Rountree, Library Director addressed the Board. Upon becoming director of the library system almost 4 – years ago Sunny Hills library was an issue then and currently is. The patronage has never been able to be acquired. There have been issues with unlocked doors.

It does not make financial sense to put more than one staff member at that location. There is a staff member that walks the entire building on Wednesday and it is not secure as it should be.

There are infrastructure issues, which affect the internet. There have been discussions with Department of Management, and submissions of 470's for e-rate in order to receive better internet. It is a huge problem, which limits competitiveness and the highest level of service cannot be provided.

It is also expensive to run that one location. At the lowest end the cost was around \$8,000.00 annually to run it and at the highest upwards of \$14,000.00.

Different things have been tried in order to increase the patronage. In seven years they have acquired 112 library cards at that location. In the last three years the circulation has decreased 61%.

Sunny Hills was open on a full day on Wednesday. Wausau has never been open on Wednesday. Wausau's hours were increased by 5 hours on a Wednesday. Stats plummeted. After a year and a half of an employee being open 5 additional hours in Wausau it has been proven that the gap wasn't at Sunny Hills, but at Wausau. The Town of Wausau pays electric, and water. The only cost is staffing. The internet and phone is reimbursed at 80% rate through the federal government.

She advised the Board that she does not feel that she would be doing her job if she didn't advise the Board of the situation.

Commissioner Abbott suggested that if the library is closed, that is final.

Ms. Rountree addressed Commissioner Abbott. That is not correct, a community center is still there and there is nothing to say that in the future a study may show that the community might support a library.

Commissioner Bush requested numbers in comparison to other libraries.

Ms. Rountree addressed Commissioner Bush. The average patron count for 2014-2015 was 105 per month. The average for 2015-2016 was 59 per month.

Commissioner Joyner asked if most are visiting to use the internet.

Ms. Rountree advised Commissioner Joyner, no because the internet service there is not good. The amount of computers offered there are limited because the amount affects the checkout system at a certain point.

Commissioner Bush confirmed that the location is open one day per week.

Ms. Rountree advised that is correct.

Commissioner Hawkins asked what the cost is to be open one day per week.

Ms. Rountree advised \$8,000.00 - \$14,000.00.

Ms. Rountree advised that the distance from Sunny Hills to Wausau is 6 1/2 miles.

Commissioner Hawkins advised Ms. Rountree that there is a project coming through Sunny Hills currently with fiber.

Ms. Rountree addressed the Board. The cost to build out fiber down the boulevard down to what is called the last mile would be huge cost. They would have to go down Challenger to 4083.

Commissioner Hawkins asked if there were broadband service in the future would the library be more feasible.

Ms. Rountree addressed Commissioner Hawkins. She does not know if the community is ready for a library.

She has asked the patrons for input.

To continue to operate the library would be a monetary cost to ensure that the library is safe and secure as it should be.

Commissioner Abbott advised Ms. Rountree that they support her and would not like to see her services reduced anywhere.

Ms. Rountree expressed dislike for reducing any service but it is her duty to look at the all the people.

Commissioner Joyner thanked Ms. Rountree for her work and the information compiled for the Board.

Commissioner Hawkins addressed Ms. Rountree. They understand that the libraries are her passion and feel that the commission supports her recommendation.

Commissioner Bush asked if the funds used at Sunny Hills would be applied at the Wausau library.

Ms. Rountree advised that is likely.

Commissioner Bush expressed concern about not leaving Sunny Hills residents without an option. He would like them to have access to a library as well as providing the additional days to a library.

Ms. Rountree addressed Commissioner Bush. She would like to see that happen. Currently there is only one employee working at the Wausau library, which is a situation that makes her (Ms. Rountree) uncomfortable.

The numbers in Wausau are excellent.

There were 713 people seen last year at Sunny Hills with only 500 seen at Wausau in a 2 month period. There was 800 seen in Vernon. Chipley's numbers are huge.

Commissioner Joyner suggested that the Board take Ms. Rountree's recommendation.

Chairman Kent directed to list the closure on the consent agenda.

Commissioner Bush addressed the Board. The Sunny Hills residents should be notified about the closure and that the hours in Wausau are increasing to help offset that.

Ms. Rountree addressed the Board. They provide an estimated \$500,000.00 worth of online service that cost Washington County Library \$4,000.00 annually, which is through the cooperative service agreement.

Chairman Kent requested Ms. Rountree continue to check on Sunny Hills.

III. FEMA COORDINATOR

- Task Order 9 – Approval of task order 9 – March \$71,024.00, April \$58,672.00, May 67,936.00 – Brenton Sempreviva, Wheeler Emergency requested approval of the above referenced task order for the next (3) months.

Chairman Kent asked if the workload is enough to be monitored every day.

Mr. Sempreviva advised Chairman Kent, no.

Chairman Kent asked if the figures are being adjusted accordingly when those services are not needed.

Mr. Sempreviva advised yes and the hours reflected for monitoring were lower the prior month.

Chairman Kent advised to list the approval of the task orders on the consent agenda.

IV. PUBLIC WORKS DIRECTOR – Not Present

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

- Rock Bids – The mandatory pre-bid was held 2/14 for the rock bids. The tons are starting at 64,000. Currently it is at 51,000 tons. #57 stone granite is coming. 14 bidders were present.
The bids will be opened 2/21 with a possible recommendation on 2/23.
- Hightower Springs – The framing is complete and the deck is being installed. The top cap remains to be put on the handrails. The

estimated completion date per the superintendent is 2/22.

- Kent Road – The Board held previous discussion at the last workshop of an advanced funding agreement with The Department of Transportation on Kent Road. Kent Road is currently funded for 2019. The agreement from The Department of Transportation will come out July 2018.

Funds from an advanced funding agreement could be used to complete the survey, alignment, and start meeting with landowners in order to discuss right-of-way.

The project is set up with a (1) year time frame.

The county would cover any expenses done in advance and when the agreement is signed in July 2018 the expenses would be reimbursed by the Department of Transportation.

Commissioner Abbott requested a cost estimate from County Engineer Knauer.

County Administrator Hamilton asked if there is a mechanism in place where the Florida Department of Transportation would cover the expenses in the event the project was cancelled.

County Engineer Knauer addressed County Administrator Hamilton. That is a question that he would have to ask, however he has only seen that happen with projects that are at least 5 years out.

County Engineer Knauer addressed the Board. The Board will receive

reimbursement when it comes up in July 2018 whether the community is for it or against it.

The distance of the project is 4.4 miles, expensed at \$1,100,000.00.

- Kirkland Road – The survey process started earlier this week. DEP and Army Core permits were obtained on the culvert previously. All army core nationwide permits expire March 18, 2017. There is language that says, if it is under contract or construction that is qualification for a (1) year extension.

Chairman Kent asked how Deltona Boulevard is affected.

County Engineer Knauer advised that Deltona Boulevard is under construction.

- Wausau Grant – A grant for the Town of Wausau has been approved for \$200,000.00 to install a booster pump. There were fire hydrants on Mud Hill Road that were inoperable due to lack of pressure.

There is work that needs to be done in order to get a service line to the public works yard in order for the booster pumps to provide water once they are running.

It will take an estimated 200' of 4" water main, and come off the 4" with a 2" that will go to the county yard.

A cost estimate will be provided to the Board.

- Courthouse Wells – There were old fuel tanks at the courthouse. GAC contractors obtained permits to abandon (2) wells that were existing

monitoring wells at the courthouse. As part of the process to abandon those wells the DEP required the county to put in (3) wells that would replace the (2) wells that were abandoned. The cost to install the (3) wells was estimated at \$17,000.00 - \$18,000.00.

Recently DEP has agreed to allow the Board to install (2) wells instead of (3).

The proposal for the (2) wells is \$10,000.00 - \$11,000.00.

The reason for the well is to monitor contamination.

DEP would like the wells put in as soon as possible.

The Board held discussion on the wells.

Commissioner Abbott asked the cost of the reoccurring expense to monitor the wells.

County Engineer Knauer advised that he would have to research the issue.

- Obie Street – County Engineer Knauer advised the Board they should receive an agreement on Obie Street for \$99,751.00.

- SCRAP and SCOP - County Engineer Knauer addressed the Board. He and Commissioner Joyner met with Water Management District. The distance that could be paved on Greenhead Road is 2.4 miles, which is from the inter-section of Hwy. 77 to the entrance of Long Lake and another 1.6 miles from the entrance of Long Lake to Fox Pond Road. The total distance is estimated at 7.3 miles. Half would be from Hwy. 77 to

Fox Pond Road, which would be 4.0 miles, which is what he recommends.

- Strickland Road – County Engineer Knauer addressed the Board. 319 money should be applied for in reference to this road.

The idea would be a joint project between Bay County and Washington County to try to pave from Hwy. 20 to the top of the hill on Strickland Road, which would be an estimated total of 1.1 – 1.2 miles.

County Engineer Knauer addressed the Board. He would like Board approval to apply for the 319 funding at the next meeting.

County Engineer Knauer suggested the River Road project as a submittal option. The last 2 ½ miles could be paved, which would take it to Pate Pond Road making it paved the whole way.

Chairman Kent confirmed with the Board they would like County Engineer Knauer to submit the Greenhead portion, and completion of River Road.

Commissioner Joyner advised Chairman Kent, also apply for the 319 funding for Strickland.

Commissioner Abbott addressed County Engineer Knauer in reference to Orange Hill Road where it goes to Quail Hollow from the asphalt back to the pavement.

Chairman Kent addressed Commissioner Abbott. Gilberts Mill to the pavement would not cover the section.

County Engineer Knauer advised that SCRAP is only for resurfacing. The section of Orange Hill Hwy. needs to be built.

County Engineer Knauer advised the Board Cope Road would score high.

Commissioner Abbott suggested Chance Road and he also referenced Brown Street.

Commissioner Bush suggested that Brown Street needs it.

County Engineer Knauer suggested confirmation of the SCRAP projects at the regular meeting.

Commissioner Hawkins requested County Engineer Knauer set up a meeting with the City of Vernon in regards to Church Street.

CIGP – Chairman Kent suggested the section of Orange Hill.

County Engineer Knauer addressed Chairman Kent. The program is set up to connect state highways. You have to demonstrate that you are removing traffic off of a state highway, which would be a stretch.

Commissioner Abbott suggested Brown Street.

Commissioner Hawkins suggested Church Street.

Board consensus is for County Engineer Knauer to complete a cost estimate on all (3) roads.

Commissioner Hawkins suggested that they could enter into an inter-local agreement with the City of Vernon to share the cost.

- Continuing Professional Services Agreement - County Engineer Knauer advised the Board that when Preble-Rish was sold to Dewberry in April 2016 the continuing service contract was not approved.

Chairman Kent advised to list the contract on the consent agenda.

VI. COUNTY ADMINISTRATOR – Hank Hamilton addressed the Board in reference to the following:

- Public Works Update – The truck repair that was mentioned in a previous meeting is now \$11,332.06 for the repair of the dump truck. There were torque rods that were found that needed to be replaced.

The Board agreed to list the dump truck repair expense on the consent agenda.

Commissioner Joyner asked what is being done to eliminate future cases similar to this repair.

County Administrator Hamilton addressed Commissioner Joyner. All the dump trucks have been fully serviced. There are a couple that will have to go outside the shop for repair. Servicing the motor graders has started.

A check list has been provided to the drivers which has to be done every morning before getting in the vehicle.

The shop foreman will create a database for a calendar to bring in the

equipment.

- Auction - Everything sold at the auction except the firetruck from Caryville. The title was unable to be located.
- Waste Management Contract – County Administrator Hamilton addressed the Board. They would like to have discussion with Ronnie Bell in reference to the terms of the Waste Management contract.

Commissioner Abbott addressed County Administrator Hamilton that he would like to see a breakdown of any price differences.

County Administrator Hamilton addressed the Board. The contract will automatically renew February 28 because the (60) days stipulation in the old contract was not met in reference to negotiations.

Waste Management will entertain modifying the terms of the agreement.

Commissioner Joyner asked why the terms of the agreement were not met.

County Administrator Hamilton advised the ball was dropped.

Commissioner Abbott addressed County Administrator Hamilton that he would like to see any changes in writing.

Ronnie Bell addressed the Board. The cpi wst has been running about 3% the last couple of years but it has varied a little. Waste Management is requesting to convert from cpu to cpi wst. There are approximately

4,000 customers per day in unincorporated Washington County. It is not mandatory to use Waste Management. The current rate is \$17.00 residential, \$17.86 per month, which went up this past year and does go into effect October 1 is when the cpi in the current contract will go into effect. It increased 3% per resident per month last year. A 5-year extension is requested.

Commissioner Abbott addressed County Administrator Hamilton in reference to free garbage service offered to 200 residents, which is included in the contract.

County Administrator Hamilton advised that the Board needs to define the exemption.

Commissioner Abbott asked about the current criteria and how many people are utilizing the service.

Jackie Snowden, Administrative Secretary addressed the Board. She has never been involved with free service, but is aware of the discount rate.

Ronnie Bell addressed the Board. The discounted rate, county exemption rate is \$8.93.

County Administrator Hamilton advised that he has been unable to locate anything to define exempt.

Commissioner Hawkins expressed concern about preventing what has happened with this contract from happening in the future.

Commissioner Joyner asked if there was notification of this.

County Administrator Hamilton advised yes, around September/October. County Administrator Hamilton advised that he is currently working on a contract database.

Commissioner Hawkins requested that the commissioners be copied on any new contract.

County Attorney Goodman asked Chairman Kent if he would like to task someone from the Board along with Mr. Hamilton to meet with Ronnie Bell in order to work on a proposed agreement. The Board is currently headed to renewal under the terms that currently exist for a (5) year period.

Waste Management would like different terms in the contract.

Chairman Kent addressed County Attorney Goodman. He would like exempt defined.

In reference to the contract, the Board has to decide if they would like to go with Waste Management's recommendations or the Boards.

County Attorney suggested to task a board member to meet with County Administrator Hamilton, Ronnie Bell, and himself.

Commissioner Abbott volunteered to attend the above referenced meeting.

County Administrator Hamilton introduced Megan Polk, West Florida Regional Planning Council who will be working in the Planning

Department.

County Administrator Hamilton advised the Board that the Town of Caryville has requested the fire department back.

He recommended to give them a (90) day trial period before releasing the authority for them to have their fire department back. They will be required to provide a status report every (30) days until October 1 to include as a minimum in the report, the number of fire fighters, status of equipment, updates in departments, and number of rooms. The county will issue approval prior to their purchase of a product, which will go through Rick Kerr. The Town of Caryville will purchase the product and send the invoice for reimbursement to the county. This would go on until the new fiscal year. The stations and members must be compliant with state standards within (90) days. After (90) days the station would be handed over to the town, however the financial process will remain the same until the new fiscal year.

Commissioner Hawkins supports the purchase order system.

Commissioner Abbott addressed the Board. In the past, some of the fire department funds were used to finance the town and he does not want to be in that position again.

Commissioner Hawkins advised the Board that Ebro has also expressed interest about working toward compliance.

County Administrator Hamilton asked if the Board's desire is to follow these steps with the exception of they will always do a reimbursement type and then they will be reevaluated next year.

County Attorney Goodman advised the Board that he would work on an inter-local agreement.

County Administrator Hamilton addressed the Board. The Town of Caryville intends to apply for grant money in order to build a new fire station, and medical office. They are not happy with the service they are currently provided.

County Attorney Goodman clarified with the Board that his understanding is that the Board would like to keep them on the purchase order system indefinitely until the Board takes action otherwise.

- Sunny Hills Mowing Contract – Currently the mowing contract at Sunny Hills is expired by the Board’s choice to proceed month to month until the end of the season.
He requested permission from the Board to put out a request for bids.

Commissioner Hawkins addressed the Board. He would like the concerns that were heard at the Sunny Hills meeting utilized.

Commissioner Bush advised to proceed.

Commissioner Abbott advised that changes can be made. He suggested using the roads that are currently on the last contract.

- VII. CLERK – Clerk Bell advised the Board the meeting that was held on 2/13 went well.

VIII. COUNTY ATTORNEY – County Attorney Goodman addressed the Board.

Letters and a proposed agreement went out to the (3) electricity providers in Washington County asking for comment or discussion on the franchise fee. A target date for the agreement from the (3) is set for the workshop in March.

County Administrator Hamilton advised the Board that he, along with Tom Terrell have been working on a (5) year plan, and would like to sit down with the Board in order to receive their input/direction.

Commissioner Abbott would like for each of the county commissioners to appoint or if the Board would like to get with County Administrator Hamilton solicit the community as to who would like to sit on an MSBU Board. The committee would bring forth the residents issues.

Commissioner Hawkins advised the Board per the meeting that was recently held the residents expressed interest in increasing the services.

Commissioner Bush agreed but the member part is the only problem.

County Attorney Goodman suggested to create a resolution where a committee is set up, form the committee, and task the committee on what their job is.

Commissioner Hawkins addressed County Administrator Hamilton. He would appreciate the contact with Deltona and the state, stating that the county would like to see the entrance after it is purchased, redone. That is the selling feature.

Commissioner Bush suggested all (3) entrances be addressed.

County Attorney Goodman will bring forth a proposed resolution at the meeting in March.

Gary Hartman advised the Board that the meeting held in Sunny Hills was a really good start.

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

Deputy Clerk Brantley

Date Board Approved