

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 17, 2017, 9:00 a.m., BCC Workshop – 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. PROCLAMATION

- A. Call to Order – Chairman Kent
- B. Invocation/Pledge – 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, and Abbott. Commissioner Joyner was not present.

Also attending the meeting are as follows:

Jeff Goodman, County Attorney
Lora C. Bell, Clerk of Court
Hank Hamilton, County Administrator
Johnnie Pettis, Finance Director

II. AGENDA ITEMS

- Economic Development Council Update – Ted Everett, Economic Development updated the Board on CRA. Washington County has been a participant in the strategic planning process that West Florida Regional Planning Council has done. The final plan will be available in June and will be presented to the Board.

In the near future they are looking at officially starting the Alleyway Project, which was started over 10-years ago. Businesses' in the alleyway have been flooded over the years when it rains.

RFP's have been sent out and there is a plan to fix the alleyway by installing gutters and rerouting the water.

Ted Everett went over the CRA grant funds process with the Board, which have to be spent in the CRA boundary. A 25% contribution is a requirement from the businesses. The business receive half upfront and the remainder at the end of the project.

CRA has a \$20,000.00 loan for 7-years with a 2% interest rate. They take a position on the building in the event something happens they have a vested interest in receiving their money back.

Commissioner Abbott asked Ted Everett if the location of hwy. 77 had been considered.

Ted Everett advised the Board that at this point they don't know what the Department of Transportation has decided.

Ted Everett addressed the Board in reference to the electrical grant, which is \$6,000.00 grant and requires a 25% match.

There are not many residential grants. However, this one includes updating windows, ramps in the event the individual is handicap, and painting of exterior items. The residential grants are \$1,000.00 per house.

Commissioner Hawkins expressed concern about the information being made available to the public.

Ted Everett advised the Board a meeting is scheduled with Victor Leota on 5/19/17. He was hired by Enterprise Florida to work in the rural counties that Opportunity Florida represents. He has determined by looking at each county what potential sites might be good for commercial, retail, industrial, or manufacturing distribution.

Gulf Power is reshaping their economic development processes.

The Chamber has recognized that they need to create a governmental affairs committee for the purpose of representing Washington County at the state level. The plan is to make the affairs committee up of chamber members.

Ted Everett discussed Opportunity Florida with the Board. Opportunity Florida has been a good advocate for rural counties and all their appropriations.

Project 79 is in the final budget for \$1,000,000.00, but is not a guarantee. Approval of the funds would give the ability to leverage that money with the other grants. Between the FEDS, USDA, Water Management District, DEO and any other grants they can obtain, they are hoping to receive \$700,000.00 - \$1,000,000.00 in grants, which would give a total of \$2,000,000.00. \$3,000,000.00 is needed. If they can get \$2,000,000.00 they can make the project work.

The point is to bring development to Washington and Holmes County. At a point they are going to have to create some ad valorem tax.

Commissioner Hawkins clarified with Ted Everett with \$2,000,000.00

they can make the project work.

Ted Everett advised Commissioner Hawkins they would have to come back before the Board as they initially said. They look for Holmes and Washington County to issue them a loan, which they would be paid back first.

Commissioner Hawkins advised that he does not want the project shortened.

Ted Everett addressed the Board. The way the county is paid back is through the tax increment financing that will be placing the authority. The tax increment financing will be the catalyst to do any further expansion of the water and sewer lines without coming back before the Board or anybody else. The authority could create their own debt because they will have the mechanism to pay it off.

The chairman of EDC and himself are in the process of discussion with those that know how to market different aspects of development. They currently having discussion to come up with a marketing plan for the 77 corridor.

Information has to be given to developers in advance.

Commissioner Hawkins asked Ted Everett what the Chamber of Commerce would suggest in making Washington County more receptive to businesses.

Ted Everett emphasized infrastructure.

County Attorney Goodman suggested a vision would be beneficial for the area south of 77, and zoning changes would be required to implement that.

Ted Everett advised the Board that some ordinances would need to be changed.

Commissioner Hawkins requested that Ted Everett come back before the Board representing the Chambers suggestions to enhance businesses to come to the area.

County Attorney Goodman clarified that Commissioner Hawkins would like to know what impediments are causing businesses from going there by people who are in business.

- Radio Coverage Study – Randy Truette, Communication Committee Chairman addressed the Board on behalf of the Communication Committee. Several months prior they did a radio coverage test for the fire departments, law enforcement, and EMS, which showed deficiencies in coverage.

In the past week it has been brought to their attention that there is equipment available that would improve coverage.

He requested approval of a \$400.00 study in order to see how much the equipment would improve the coverage.

The Board agreed to list the \$400.00 study on the consent agenda.

Randy Truette requested an amendment to the communications ordinance. The committee can currently spend funds for emergency repairs and items such as that. The committee feels there should be a set amount of money that they have authorization to spend for non-emergency expenditures. The Board would be updated of the expenses after the fact. He suggested an amount up to about \$1,500.00.

Commissioner Hawkins expressed support of the ordinance request, suggested the amount should be \$2,500.00.

County Attorney Goodman advised the Board they would want to ensure that certain procedures are in place.

Commissioner Bush suggested \$2,500.00, as well. If that is not the amount that is in the procurement policy, the policy should be updated to reflect that amount. It should be the amount that requires more than one bid.

Commissioner Abbott expressed support of the \$2,500.00 amendment.

Commissioner Abbott advised to list it on the consent.

Commissioner Bush advised the Board that hwy. 79 runs about 65% of the traffic that hwy. 77 does, which is going only south of the interstate.

Ted Everett addressed the Board. They anticipate over the years for hwy. 79 to have a higher traffic count due to the fact of the location the visitors are from going to Panama City Beach.

Commissioner Abbott addressed Ted Everett. There has been discussion with the state encouraging another east/west corridor between 90 and 20.

Ted Everett advised that he is not familiar with that. However, there are plans being drawn to widen hwy. 20.

- Flood Response Standard Operating Guide – Lynne Abel, Public Safety Director

Lynne Abel addressed the Board in reference to Mr. Truette's request, confirming that an amendment to the resolution would need to be done.

County Attorney Goodman confirmed that is correct.

Lynne Abel advised that they would prepare that for the Board.

Lynne Abel advised the Board that the flooding vulnerability's in Washington County requires that they are prepared to deal with a flood emergency through effective use of resources.

They are requesting Board approval of the flood response SOG as an addition to the comprehensive emergency management plan. This addition gives credit in the CRS program, which is a requirement.

Chairman Kent advised County Administrator Hamilton to list the amendment on the agenda.

- Transmission Tower Separation Requirement – David Wood, WFRPC

Planner addressed the Board. He has received a few inquiries related to tower construction since he has started with the county, asking about the current regulations. Currently a development review is required, and a special exception procedure. A neighborhood information meeting, and 2 public hearings also have to be held. The plans require approval from the planning department and the engineer reviews them as well.

He suggested a tower to tower distance requirement.

The Board, David Wood, and County Administrator Hamilton held discussion on tower requirements.

The consensus of the Board is that David Wood will come back before the Board with a recommendation.

County Attorney Goodman suggested to the Board to research other counties tower requirements and their reasoning.

- Airport Zoning Regulations – David Wood, WFRPC Planner advised the Board there was a change to statute 333, which requires any political subdivision having an airport hazard area within its territorial limits to adopt and enforce airport zoning regulations. This applies to Washington County because of the airport in northwest Bay County, which is called Northwest Florida Beaches Airport.

Per the state this applies to existing hazard zones.

He advised the Board that it is his intent to work with the state in order to obtain direction.

David Wood confirmed with the Board that he will come back before the Board with suggestions.

- Medical Marijuana Regulations – David Wood, WFRPC Planner advised the Board there are currently 7 licensed dispensing operations in the State available.

If the state takes a more lenient approach in the future the Board may want to look at having an ordinance in place.

Sumter County places a numerical limit on the number of dispensary's based on population.

County Attorney Goodman suggested the Board monitor it routinely in order to see what direction it is going in and how the laws are changing.

County Attorney Goodman suggested to David Wood to bring before the Board a proposed ordinance that sets up a baseline.

- III. FEMA COORDINATOR – Kevin Mooneyham, Wheeler Emergency requested approval of task order which covers the period of June 2017 – August 2017.
- IV. PUBLIC WORKS DIRECTOR – None
- V. COUNTY ENGINEER – County Engineer Knauer addressed the Board.

County Engineer Knauer advised the Board the substantial completion for contract B. has been signed by himself and the contractor.

Contract A. is almost complete as well. They are lacking 20 loads on Blue Springs Road, and 70 loads on the east side of Strickland Road. Their completion date at this point is June 9th. If their substantial completion notice isn't approved at the next board meeting he is unsure how the Board's new process will work. Legally the clock is ticking until the substantial completion notice is signed and approved.

Chairman Kent advised to list A. and B. on the consent agenda.

Commissioner Kent advised County Administrator Hamilton to check the roads that the contractors travel on to ensure there isn't any substantial damage.

Commissioner Bush advised to ensure that there isn't any rock put on New Effort Road.

County Engineer Knauer advised the Board that contract B. is substantially complete and contract A. is projected to be complete next week.

County Engineer Knauer updated the Board on the rock project. The contractor Graham Land Company has about 12 miles complete. The contract total is about 62 miles. There haven't been any issues with their work but they have had some trouble obtaining rock. They have indicated they will finish on time.

Commissioner Hawkins expressed concern about the Board being able to contact FEMA in the event the contractor gives an indication that they are concerned about not finishing on time.

County Engineer Knauer addressed the Board. They are currently having meetings bi-weekly. Mr. Hamilton has asked for a state of the union around the first week of June. If it seems there is a problem, a red flag can be raised with FEMA at that time.

The contractor that installed the booster pump for the Town of Wausau has completed the installation and it is operational. The water line goes up the hill to the public works yard.

He advised the Board they would like to get water to the yard now, getting them off the well. The price to extend the water line in order to hook all the buildings up with water is \$15,555.00. There are items that the county could handle on their own which would include but are not limited to seed and mulch, sodding, and repairing an asphalt crossing that will have to be torn up. With the county handling some items the cost would be \$12,832.00.

Commissioner Abbott suggested with the cost savings that have been identified he doesn't feel the county should get involved.

Commissioner Hawkins clarified that with this there is a reoccurring cost. The current reoccurring cost is for quarterly water testing.

Commissioner Hawkins advised that he wants to continue utilizing the county's well for all truck washing stations/all non-potable water. There is no reason to pay a water bill when there is a well on site.

County Administrator Hamilton advised the Board that Tom Terrell, Public Works Director expressed concern about the county having to pay for the

city to take the water to public works.

County Engineer Knauer addressed the Board. He has spoken with the city clerk and if the location is outside the service area the cost is yours to have it extended.

Commissioner Abbott asked what the benefit of tying into the water is.

County Engineer Knauer advised the employees are currently not drinking the water from the well. There is water in the event the electricity goes out.

Johnny Evans advised the Board there is a backup generator at the yard but it isn't tied into the well.

The consensus of the Board is that Commissioner Bush will look into the issue and bring forth information to the Board.

County Engineer Knauer advised the Board the well at the yard is located next to the landfill.

Commissioner Abbott advised the well is checked.

Commissioner Hawkins asked would it be worth in order to have a water backup.

County Administrator Hamilton advised the Board the monthly expense for testing is \$1,000.00.

Commissioner Bush suggested that it would be. If there is an issue with the

well at the yard there would be an alternative hook-up.

Commissioner Bush suggested to hook-up to it.

Commissioner Hawkins addressed the Board. If it is \$1,000.00 cost savings then he can understand. He also advised the Board that the only thing that he would like hooked to it is the building.

Johnny Evans advised the Board that may be complicated because a lot of that stuff is under concrete.

County Engineer Knauer addressed the Board in reference to the property across the street that is provided water from the well at the yard. If the well is no longer used for potable water, then the testing could be eliminated but if water is being provided to another location, there is still an issue.

Commissioner Abbott suggested to County Administrator Hamilton the school may want to cost share getting the water up there.

County Administrator Hamilton advised that he would contact the school.

County Engineer Knauer advised the Board they have responded to the comments from the Department of Transportation on Kirkland Road with hopes of being able to proceed any day.

The Board gave prior approval to put it out for bid as soon as that approval was received.

Commissioner Abbott asked if funds have been appropriated for Brown

Street.

Commissioner Bush addressed Commissioner Abbott. He doesn't know that they appropriated funds but they did approve it. There is a contractor currently on 5th Street.

County Administrator Hamilton advised the Board the cost is \$44,000.00.

Commissioner Abbott confirmed the Board had approved to proceed.

There was no opposition from the Board.

Commissioner Abbott addressed the Board. While the contractor is there on 1st street they have already appropriated funds for the slippage and the cutout of Brickyard Road and Orange Hill (the turning lanes) at the signal.

County Engineer Knauer addressed the Board. He was unaware of the appropriation.

County Administrator Hamilton confirmed that the cash carried forward was \$52,200.00.

Commissioner Abbott advised while they are on 1st Street at the same time the Board should use them and have that fixed right now.

County Administrator Hamilton asked the Board what funding source they would they like to identify to take the \$44,000.00 from, asking if they would like to use transportation funds. The funding is available in the transportation budget to cover the cost.

County Engineer Knauer clarified with the Board that is on Brickyard Road and Orange Hill. They are going to come back from all four directions, mill all four directions, and resurface all four directions.

Commissioner Abbott addressed County Engineer Knauer. He had talked about sawing it and that was the estimate that he had provided them.

County Engineer Knauer advised the Board they were provided 2 estimates.

Commissioner Abbott addressed County Engineer Knauer. They are using GAC because they are already in the location area.

County Administrator Hamilton advised the cost was \$52,200.00.

Commissioner Hawkins addressed the Board. The cost referenced above was with them not being in town. The cost should be lower now.

County Engineer Knauer suggested they will look into eliminating a mobilization charge.

Commissioner Bush addressed County Engineer Knauer in reference to the deadline of July 14th for the deep water horizon projects.

County Engineer Knauer advised the end of Potter Springs Road would be a place that would be easy to fix.

He advised that he would compile a list for the Board.

VI. COUNTY ADMINISTRATOR – County Administrator Hamilton addressed the

Board.

- Vehicle Purchase – County Administrator Hamilton requested approval to purchase a vehicle for the Ag center. The funds would be taken from the salary line item when Julie Dillard was on hiatus. There is a vehicle available for trade-in which would be less \$1,500.00, leaving a \$17,000.00 invoice to purchase a new F-150 4 x 2 super crew.

Chairman Kent asked what happened to the car.

County Administrator Hamilton advised the funds will come out of the transportation funds. The intent is after the Ag center has used the truck, that the vehicle will be moved to public works and used there.

Julie Dillard, Ag center addressed the Board. The 3 vehicles in the current fleet are all 15-years old. The passenger van is mainly used for transporting volunteers and youth. This vehicle would be used for the faculty and staff. The current fleet includes an old mini-van, 2006 truck, and a 2001 F-150.

Chairman Kent asked County Administrator Hamilton the cost difference to purchase the car than the truck.

County Administrator Hamilton advised about \$4,000.00. The vehicle was a small suv. The reason behind purchasing the truck was to be able to roll it back into the public works fleet.

Chairman Kent advised that he was looking at a multi-use vehicle that gets good fuel mileage and is suitable for groups.

Julie Dillard addressed the Board. They need a vehicle that is interstate worthy, gets good gas mileage, has cruise control, and the ability to protect of items they are hauling.

Commissioner Abbott suggested that they have their own fleet.

County Administrator Hamilton advised the Board the funds are in the transportation fund to cover the purchase.

Commissioner Abbott asked if that could be transferred to her budget.

County Administrator Hamilton advised that could be done.

County Administrator Hamilton addressed the Board. Tom Terrell, Public Works Director expressed concern about the purchase of a Ford Escape would not be a vehicle he would want in his fleet, if the purchase is coming out of his budget. Also, the resale value or life expectancy is not good.

Commissioner Abbott advised to list the purchase of the truck on the consent agenda.

- Road Abandonment – County Administrator Hamilton asked the Board to abandon Dickenson Lane. All the prerequisites have been met.

The Board advised to list the road abandonment on the consent agenda.

- LAP Sidewalk design award – County Administrator Hamilton requested approval to award the project on Hoyt Street to Alday-Howell to design

the Usery Road sidewalk project. It is pending price negotiations but can't exceed \$13,500.00.

Commissioner Abbott confirmed that the award is only for the design.

County Administrator Hamilton advised that is correct.

Chairman Kent confirmed with County Administrator Hamilton the item could be listed on the consent agenda.

- Budget Amendment – County Administrator Hamilton requested a budget amendment in regards to the relocation of custodial services to human resource and the inmate crew to public works.

Chairman Kent agreed with listing the budget amendments on the consent agenda.

- Employee Handbook – This items will be discussed at a separate meeting.

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

- Planning Priorities – County Attorney Goodman addressed the Board in reference to a resolution concerning the comprehensive plan regarding the designation of certain weapons in conservation areas.

The Planning Commission asked for previous direction in regards to how the Board would like to deal with certain issues.

County Attorney Goodman advised the Board a resolution has been prepared in regards to the proclamation they are open for business making the timing process of when they designate certain wetlands and conservation areas more flexible for business.

This will give a potential developer more time to set forth a potential wetland conservation specific by survey.

- Line of Credit Ordinance – County Attorney Goodman addressed the Board in regards to the \$3,000,000.00 line of credit. An ordinance will be brought forth for public comment at the regular meeting. The closing will be delayed until June, but the ordinance will be approved prior to that. The line of credit is for 1-year, at a fixed-rate for FEMA uses.

The risk is the rates could increase in the next month. The line of credit is reimbursable.

VIII. CLERK – None

Commissioner Bush addressed the Board in reference to the resolution for grandparent alienation day. He requested to include the resolution on the agenda.

Commissioner Bush addressed County Attorney Goodman in reference to the MSBU Board.

County Attorney Goodman advised a public hearing will be held on the ordinance at the regular meeting next week. A resolution, which includes

the MSBU Board member names will also be included for approval on the agenda, upon the adoption of the ordinance.

Commissioner Hawkins addressed the Board in reference to his meeting with Sheriff Crews. Sheriff Crews advised that they use some funds out of the E-911 budget to assist with funding the dispatch supervisor.

Deputy Clerk Pettis requested to start the transfer effective October 1.

Commissioner Hawkins agreed advising the sheriff had requested that as well, although the relocation would occur prior to October 1.

Deidra Pettis and Clint Erickson have also provided a letter to the Board requesting that they would have their salary when they left and whatever step raises they would have received if they stayed under the Board's direction; that is what their salary will be.

There are also personnel items that the sheriff has agreed to for Mr. Erickson, such as docking his time if he has to attend a commission meeting and he will be accounted for his time.

Commissioner Abbott advised that he does not have any issues with the requests that have been made.

County Attorney Goodman advised the Board that he would prepare a resolution that would reflect the change.

County Administrator Hamilton advised the Board the senior planner job advertisement has closed with only one applicant applying. The applicant

was not qualified.

The building official advertisement closed 5/16 in which there are two applicants.

County Administrator Hamilton asked the Board if they would like the senior planner job re-advertised broader.

Commissioner Abbott advised yes.

Commissioner Hawkins advised the Board they have to establish how they want the building department to flow.

Commissioner Abbott advised that he is going to get it staffed.

Commissioner Hawkins advised Chairman Kent that he would like to be involved with fixing the system in regards to obtaining a building permit.

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

Deputy Clerk Brantley

Date Board Approved