

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 25, 2017, 9:00 a.m., BCC Meeting – Commission Board Room
1331 South Blvd., Chipley, FL 32428

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

I. PROCLAMATION

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

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, Finance Director

II. PUBLIC HEARING

- A. MSBU Advisory Committee – County Attorney Goodman addressed the Board in reference to an ordinance establishing a MSBU Advisory Committee for the purpose of assisting the Board of County Commissioners in determining benefit unit needs and expending benefit unit funds; providing for terms of office; providing for operation of the advisory committee; providing for governance by the sunshine and public records laws of the State of Florida; repealing all ordinances or parts of ordinances in conflict herewith; providing for severability; providing for an effective date.

There were no public comments.

- B. Capital Improvement – Short Term Loan – County Attorney Goodman addressed the Board in reference to an ordinance for a short-term loan for \$3,000,000.00 from Regions Bank for FEMA projects.

The title reads: An ordinance of the Board of County Commissioners of Washington County, Florida authorizing a loan in a not to exceed principal amount of \$3,000,000.00 to finance capital improvements through the issuance of a short-term general obligation note, series 2017; approving the form of and authorizing the execution of a promissory note and a loan agreement with Regions Bank; and providing an effective date.

Commissioner Hawkins clarified that the interest is also covered by FEMA.

County Attorney Goodman confirmed that is correct.

There were no public comments.

County Administrator Hamilton submitted his resignation effective June 21, 2017 with the Boards concurrence.

County Attorney Goodman advised the Board to include the resignation at the end of the agenda.

III. ADOPT THE AGENDA –

Chairman Kent added county administrator.

Commissioner Bush added a proclamation showing Washington County's support/thanks for the governor's efforts to keep many of his economic incentive programs in place.

Commissioner Bush requested item J. Grandparents Alienation Proclamation be put on the regular agenda.

Commissioner Joyner requested item E., Substantial Completion Feme Contract A. and B. be pulled for the consent agenda for discussion.

County Attorney Goodman added a resolution showing the Boards acceptance of E-911.

He also requested the addition of the acknowledgement form in regards to the issuance of building permits regarding public and private roads.

County Administrator Hamilton added the recommendation of a building official.

Commissioner Bush offered a motion, seconded by Commissioner Hawkins and carried to approve the agenda.

IV. ADOPT PREVIOUS MINUTES – None

V. 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.

VI. CONSENT AGENDA

- A. Request approval for the Clerk of Court to pay vouchers for April 2017 totaling \$1,508,688.58
- B. Radio Coverage Study – Approval to purchase Enhanced Coverage Study from communication fund
- C. Communication Spending Limit Resolution – Grants the communication committee authority to spend up to \$2,500.00 as needed for communication related expenses.
- D. Flood Response Standard Operating Guide
- E. *This item was removed.*
- F. Vehicle Purchase – Purchase of a 2017-F-150 4 x 2 Super Crew from Chipola Ford funded from the transportation fund
- G. Road Abandonment – Abandonment of 30’ wide right-of-way (Dickinson Lane) Section 22, Township 3, North Range, 15 West. N88 14’07 for a distance of 803.25 (Resolution 17-12)
- H. LAP Sidewalk Design Award – Approval for Alday – Howell Engineering Inc. to design Usery Road
- I. Budget Amendment – Custodial services budget will be transferred to the Human Resources Department, Inmate Crews budget will be transferred to the Transportation Department
- J. *This item was removed.*
- K. Wetland and Conservation Land Delineation Resolution – Washington County Board of County Commissioners is “pro-growth”, “pro-business”, and “pro-development” and desires to set forth an appropriate balance of protecting the interest of our citizens and our natural resources, while also making sure that outside business enterprises understand that we are “open for business”. It is the intent and policy of the Washington County Board of County Commissioners that the definition of, delineation of, and legal descriptions of wetlands and conservation areas

be established to comply with the comprehensive plan and land development code requirements either as part of the development order, or alternatively, as a condition of the development order prior to final issuance of permits necessary for construction.

Commissioner Hawkins offered a motion, seconded by Commissioner Bush and carried to adopt the consent agenda.

VII. AGENDA ITEMS

- Grandparents Alienation Proclamation – Ann Haigh asked the Board to approve a proclamation to proclaim June 14, 2017 to be recognized as Grandparent Alienation Awareness Day in Washington County.

Elsie Myrick addressed the Board in reference to the above referenced proclamation.

Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve the proclamation designating June 14, 2017 as Grandparent Alienation Awareness Day.

- Substantial Completion FEMA Zone A and B – Commissioner Joyner asked for an update on the level of completion of both projects.

County Engineer Knauer advised the Board contract B. is complete and contract A. lacks 70 loads of rock on Strickland Road. The deadline is June 9.

Commissioner Joyner offered a motion, seconded by Commissioner Hawkins and carried to approve the substantial completion for

FEMA contract B.

Commissioner Hawkins offered a motion, seconded by Commissioner Bush and carried to authorize County Administrator Hamilton authority to approve the contract with C.W. Roberts on FEMA zone A. for substantial completion.

- Capital Improvement Short-Term Loan – Jeff Goodman, County Attorney addressed the Board in reference to ordinance regarding the \$3,000,000.00 short-term loan with Regions Bank.

Commissioner Hawkins offered a motion, seconded by Commissioner Joyner and carried to approve the above referenced loan.

- MSBU Advisory Committee Ordinance – Jeff Goodman, County Attorney addressed the Board in regards to an ordinance approving the MSBU Advisory Committee.

Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to approve the MSBU Advisory Committee ordinance.

- MSBU Committee Formation – Jeff Goodman, County Attorney addressed the Board in reference to a resolution establishing the MSBU Committee members as the following:
 - Brian Goddin
 - Charles Suggs
 - Kathy Gesslein

- Gary Hartman
- Steve Healis

Commissioner Hawkins offered a motion, seconded by Commissioner Joyner and carried to approve the resolution titled: Resolution Establishing the MSBU Advisory Committee.

- Resolution – County Attorney Goodman addressed the Board in reference to a resolution supporting Governor Rick Scott’s stance in advocating against the reduction of funding for Enterprise Florida, Visit Florida, and other proposed reductions in programs, which will negatively impact the citizens of Washington County and Northwest Florida.

Commissioner Bush offered a motion, seconded by Commissioner Kent and carried to approve the above referenced resolution.

VIII. COUNTY ADMINISTRATOR – County Administrator Hamilton addressed the Board.

- Building Official – County Administrator Hamilton recommended Dana Whippel Building Official position.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to accept the application for building official as recommended above.

County Administrator Hamilton advised the Board that he would fulfil the requirement of the 30-day written notice of the current building inspector contractor as of 5/25.

- County Administrator Position – Commissioner Abbott, Bush, and

Hawkins held discussion along with Marla Hayes, Human Resource, and County Administrator Hamilton on the upcoming vacancy of the county administrator position.

Commissioner Bush confirmed with the Board that the top 3-applicants would be interviewed by the county commissioners.

Marla Hayes, Human Resource confirmed with the Board the same process that was used previously would be implemented; community leaders, will screen the applicants, eliminating down to the top 3-applicants.

The Board held discussion on an applicant, Mr. Massey who applied for the county administrator position when it was previously advertised.

Commissioner Kent advised that he was 1, at one point.

Discussion continued on the previous applicant, Mr. Massey.

County Attorney Goodman advised the Board that in order to have the process done as before they would need to get the three names to them June 19 or 20.

County Administrator Hamilton advised the Board that he would accommodate them in the event his service is still needed.

Marla Hayes, Human Resource asked for clarification as to whether they needed to advertise a salary range.

**Commissioner Kent offered a motion to reach out to Mr. Massey.
Commissioner Joyner seconded the motion.**

Commissioner Bush asked Commissioner Kent to clarify his motion.

Commissioner Kent rescinded his previous motion.

**Commissioner Kent offered a motion to reach out to Mr. Massey in order to negotiate on behalf of all, by himself, Marla Hayes, Human Resource, and Jeff Goodman, County Attorney.
Commissioner Joyner seconded the motion.**

Marla Hayes, Human Resource advised the Board of the minimum salary and mid-point salary based on the average last four salaries of county administrator's. The minimum is \$68,099.20. The mid-point is \$74,162.40.

Commissioner Abbott advised the Board those are the numbers they would use if they advertise or negotiate either way.

Commissioner Abbott asked if they agreed as a Board that they would not offer a contract.

Commissioner Hawkins agreed.

Commissioner Kent rescinded his previous motion.

Commissioner Kent offered a motion, seconded by Commissioner Abbott and carried to advertise for the county administrator

position using the range as previously stated, with no contract.

Commissioner Hawkins asked Commissioner Kent what is the length of time the position will be advertised.

County Attorney Goodman confirmed with the Board the advertisement will be in the paper next week starting the 31, and would run from around the 12 – 14.

A committee will be set. Projected interviews will be set up for the 14 – 16. The top three will be brought before the Board around the 19 – 20 of June.

The motion to advertise carried unanimously.

IX. COUNTY ENGINEER – County Engineer Knauer updated the Board.

- Notice of Award – Orange Hill/Brickyard and 1st Avenue – GAC
Contractors Orange Hill \$56,000.00 1st Avenue \$44,000.00

GAC's price eliminates mobilization cost on the inter-section. The expense for 1st Avenue is \$44,000.00, which does not include mobilization.

County Engineer Knauer clarified with the Board that he has previous approval to move forward.

There was no opposition from the Board.

County Engineer Knauer advised the Board that work does not include a

new turn lane.

County Administrator Hamilton advised the Board the \$44,000.00 will be taken from the same line item as the \$56,000.00, which was approved in a prior meeting.

Commissioner Abbott offered a motion, seconded by Commissioner Hawkins and carried to approve the \$44,000.00.

County Engineer Knauer advised the Board they are currently awaiting a response from DOT on the advanced funding agreement.

County Engineer Knauer addressed the Board in reference to Keenkutter. The notice of award was issued to GCUC, which were the low bidders on the project over a year ago. GCUC would now like to negotiate their price.

Commissioner Hawkins offered a motion, seconded by Commissioner Abbott and carried to reach out to the second bidder on the Keenkutter project and if they are willing to accept the work and it's within budget they will move forward, but if not the project will be rebid.

County Engineer Knauer addressed the Board in reference to the contractor Graham Land Company. The original contract was \$3,524,333.00. They have completed \$712,664.00 worth of work. There are 66 days remaining on their contract. A meeting has been scheduled for 5/30/17 for an update.

- X. CLERK – None
- XI. COUNTY ATTORNEY – County Attorney Goodman addressed the Board. Previously in the meeting the Board approved a resolution in which amended the procurement requirement, which is up to \$2,500.00.

In regards to the 911 department a resolution has been provided for Board approval, which guides that within 20-days of adoption of the resolution the operation and control of the 911 department shall be transferred from the Washington County Sheriff to the Washington County Board of County Commissioners. The 911 department will be located at the annex. The account/financial matters associated with 911 will continue to vest in the sheriff thru September 30, 2017.

Commissioner Abbott offered a motion, seconded by Commissioner Hawkins and carried to approve the resolution in regards to 911.

County Attorney Goodman addressed the Board in regards to an acknowledgment form in reference to public and private roads to be included in the building application.

The form acknowledges that the county is making no assertion or representation that a public right of access exist and that the applicant is making the request knowing that there has been no assertion or designation by the county of a public or private easement or right-of-way and that they are waiving all rights and remedies that they may have against the county issuing a permit.

Commissioner Abbott offered a motion, seconded by Commissioner Hawkins and carried to approve the above referenced form.

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

Deputy Clerk Brantley

Date Board Approved