

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**June 21, 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 – Pastor Orr/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

Risha Brantley, Deputy Clerk

II. AGENDA ITEMS

- Impediments to Growth – Ted Everett, Executive Director suggested items to the Board, which included an inter-local agreement between the county and City of Chipley in regards to handling business growth in the county and the needing to tap into the city’s water and sewer utilities, reevaluate impact fee structure, county business license, annual county report , lack of funding for economic development, update the county ordinance in regards to distance as it pertains to the distance of point of alcohol sales to that of a school, church, and in some circumstances a residence, inter-local agreement and/or special authority, and hold a meeting with local contractors and the new building inspector.

Discussion was held by the Board in reference to impediments to growth with the direction being to schedule an informal meeting with the building inspector and local contractors.

- \$1,000,000.00 Grant – Ted Everett advised the Board The Department of Transportation has been provided appropriation detail in regards to the \$1,000,000.00 that has been assigned to the department to put in their program.

Ted Everett updated the Board on the grants that could be applied for which are the Community Planning Technical Assistance Grant, Competitive Florida Economic Project Grant, and Competitive Florida Partnership Grant.

The Board's direction is for County Attorney Goodman to review the grants before approving of Karen Shaw, Grants to submit them.

Chairman Kent confirmed the item as a consent agenda item.

- Tri-County Airport Board – Russell Hood, Tri-County Airport Board requested the Board approve to fill the vacant position on the board with Frank Acuff, and Ed Huff.

The Board held discussion along with County Attorney Goodman with the Board's direction being for a short biography to be sent to the county administrative assistant in order for the approval to be listed on the next agenda.

- Booster Pump – Margaret Riley, Town of Wausau Clerk addressed the Board in regards to their previous consensus that public works would be included as a user of the booster pump system but have since declined to do so.

Chairman Bush advised Margaret Riley at the last meeting he offered a motion for public works to proceed on the system.

- EMS Ambulance Grant – Randy Truette, EMS Director updated the Board on a grant the EMS department has been awarded on a refurbished ambulance. The grant is \$87,750.00, with a match of 25%, which will be paid out of funds budgeted, which have been approved by Sheriff Crews.

The Board held discussion. There was no action taken.

- Emergency Shelter Memorandum of Understanding – Lynne Abel, Public Safety Director
- American Red Cross Memorandum of Understanding – Lynne Abel, Public Safety Director requested approval of agreements between the school board, and the American Red Cross in reference to sheltering procedures.

The Board agreed to list the memorandum of understandings on the consent agenda.

- Construction Bid Award – Karen Shaw, Grants/Special Projects Coordinator requested approval to award to the low bidder, BCL Civil Contractors for the job on South Boulevard/Hoyt Street project. BCL Civil Contractors bid \$373,008.33.

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

- Florida Department of Transportation Rural Work Program – Karen Shaw, Grants/Special Projects Coordinator updated the Board on the

roads intended to submit for the program for fiscal years 2019 – 2023, which include Greenhead, River Road, Cope Road, Old Bonifay Road, Orange Hill Road, and the sidewalk project located from the school entrance to Kirkland and Kirkland to Brickyard.

The Board direction is to update the list with Hutchinson Road, Brown Street, Holmes Valley Road, South Boulevard East, and Brickyard in front of the high school.

Karen Shaw confirmed with the Board she would make contact with public works in order to obtain suggestions from them along with County Engineer Knauer's list in order to include additional projects to the list under \$100,000.00.

- LAP Supplemental Agreement for South Boulevard/Hoyt Street – Karen Shaw, Grants-Special Projects Coordinator requested approval of a resolution, which goes along with the agreement showing the adjusted amount of \$454,900.00.

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

- Airport Ordinance – Brandi Lowery, Planning Department advised the Board the planning department suggests that it is premature for the county to pass an ordinance until there is further clarification.

There was no Board action taken.

- Transmission Tower – Brandi Lowery, Planning Department advised the Board the planning department suggests at this time there are no

changes necessary to the current process.

There was no Board action taken.

- Medical Marijuana Ordinance – Brandi Lowery, Planning Department addressed the Board in reference to an updated draft medical marijuana ordinance.

County Attorney Goodman updated the Board on the draft medical marijuana ordinance.

The draft ordinance will be brought back before the Board for review in July.

### III. FEMA COORDINATOR – None

- City of Vernon – Commissioner Hawkins advised the Board the City of Vernon has been awarded a \$600,000.00 grant from CDBG for upgrades to their infrastructure, water and sewer lines. He requested the county public works assist the City of Vernon in hauling from the Piney Grove Pit and stockpiling it.

The consensus of the Board is for public works to proceed.

### IV. PUBLIC WORKS SUPERVISORS –

- Equipment Purchase – Johnny Evans advised the Board the cost of (2) tractors, the same size as the current ones, and (2) bush hogs, the same size as the current ones is \$147,200.00 from Kingline.

The consensus of the Board is to list on the consent agenda the purchase of the above referenced equipment as suggested by Johnny Evans as well as a 10' offset bush hog.

The Board held discussion on a reclaimer with the direction being to bring forth additional information at a later meeting.

- Booster Pump – Johnny Evans addressed the Board in reference to the firing range being hooked up to the well at public works.

County Administrator Hamilton advised the Board he is awaiting a follow-up.

Commissioner Joyner, Johnny Evans, County Attorney Goodman, County Engineer Knauer, and Commissioner Abbott held discussion on bridges.

County Engineer Knauer suggested he could compile a proposal to inspect all the small bridges, and a report of any recommendations and what repairs Johnny Evans would like to make.

Commissioner Joyner advised to wait until the outcome of the meeting with the Department of Transportation.

- V. COUNTY ENGINEER – County Engineer Knauer updated the Board on the following items:
- Pre-construction meeting conference scheduled with GAC for 1<sup>st</sup> Avenue and Orange Hill/Brickyard inter-section.
  - North Florida Construction agreed to hold their bid at \$84,484.27 on

Keen Kutter Road.

- Dewberry submitted a proposal for Mudhill Landfill Reporting for an annual cost of \$12,348.00.

County Administrator Hamilton, County Engineer Knauer, Commissioners Joyner, Abbott, Hawkins, and Kent held discussion on 160 acres of land with the direction being for Commissioner Joyner to have discussion with the land owner in regards to a purchase.

The consensus of the Board is to list on the consent agenda the North Florida Construction Keen Kutter Road contract with the additional \$3,000.00 worth of ribbon curve as well as contracting with Dewberry to do the monitoring at Mudhill Landfill.

- Rock Project – County Engineer Knauer suggested the Board request a (6) month extension from FEMA.

Kevin Mooneyham, Wheeler Emergency advised the Board that Wheeler Emergency has previously sent an extension request on behalf of Washington County.

Commissioner Bush requested a follow-up letter be sent, mentioning the storms.

- Kent Road Survey – County Engineer Knauer advised the Board the survey is pending the agreement from the Department of Transportation. Commissioner Abbott advised to follow-up.

- Kirkland Road – County Engineer Knauer advised the Board that Kirkland Road will be advertised this week.

Commissioners Joyner, Hawkins, Kent, Bush, County Engineer Knauer, and County Administrator Hamilton discussed milled-asphalt reclaiming.

VI. COUNTY ADMINISTRATOR – County Administrator Hamilton addressed the Board on the following items.

- Healthy Families has requested to renew their lease for a 2-year period, which would be through June 2019. The current lease ends July 2017.

Discussion was held by County Administrator Hamilton, County Attorney Goodman, and Commissioners Abbott, Kent, and Hawkins.

The Board consensus is for County Attorney Goodman to prepare an agreement for the Board's review for the regular agenda. Also, seek additional space as a contingency plan.

- Career Source Reappointment – Zena Corbin

The Board consensus is to list the reappointment of Zena's term on the consent agenda.

- Impact Fees – Currently the impact fees are waived for residential. The Board needs to take action as to how to proceed.

The Board and Brandi Lowery held discussion about blower door test that will become effective July 1.



Brandi Lowery updated the Board on impact fees that were not collected from June 2016 – June 2017 due to the impact fees being sunset previously by the Board. The total fees were \$104,975.00.

The Board along with Jim Town and Brandi Lowery held discussion about impact fees and having another study done.

The impact fees will be addressed at the July meeting.

- Franchise Fees – County Attorney Goodman addressed the Board in reference to implementing franchise fees.

The consensus of the Board is to proceed with the public hearing in July in regards to the franchise fees.

- Tax Collectors Recapitulation – County Administrator Hamilton addressed the Board in reference to the tax recapitulation, which consists of errors, double assessments, insolvencies, and discounts amounting to \$497,000.00.

The consensus of the Board is to list the recapitulation on the consent agenda.

- Public Works Director/Inmate Supervisor Salary – County Administrator Hamilton requested approval to advertise for a public works director and also raise the inmate supervisor minimum salary to \$11.00.

The consensus of the Board is to hold off on advertising the public works director position and to increase the minimum inmate supervisor salary

to \$11.00 listed on the consent agenda. This is a consent agenda item.

VII. COUNTY ATTORNEY – County Attorney Goodman addressed the Board in regards to the following items:

- Choctawhatchee Bay Estuary Coalition – County Attorney Goodman advised the Board the estuary coalition agreement is an inter-local agreement entered into by Holmes, Okaloosa, Walton, and Washington with the concept being to come up with programs and grant proposals to submit for the purpose of improving various areas of the Choctawhatchee Bay area. The agreement is 5-years.
  
- County Administrator – County Attorney Goodman advised the Board the applicants were vetted to 5/6 applicants. A sub-committee was formed of Ty Peel, Darren Wahl, and Rodney Sewell who interviewed and ranked the candidates in County Attorney Goodman’s office. The applicants in alphabetical are Barry G. Brooks, Max F. Farmer, and Alan Jeff Massey.

On 6/20/17 the candidates were interviewed by the Board.

County Attorney Goodman provided the Board ranking sheets from, which were completed during a recess from 1:18 p.m. – 1:29 p.m. and tallied by County Attorney Goodman and Marla Hayes, Human Resource.

The Board unanimously ranked Alan Jeff Massey as their first choice.

Commissioner Bush, Abbott, Hawkins, Marla Hayes, Human Resource, and County Attorney Goodman held discussion.

Commissioner Bush suggested to offer Mr. Massey the salary at the top of the range as well as cover his medical benefits to the mid-range of the

Board's plan.

County Attorney Goodman clarified that the top of the salary range is \$74,162.00.

County Attorney Goodman confirmed with Marla Hayes that there are (3) medical plans. The recommendation would be to offer Mr. Massey family coverage under the mid-range plan.

Commissioner Bush confirmed that is correct.

Discussion was held by County Attorney Goodman, Marla Hayes, Human Resource, Commissioners Abbott, Hawkins, and Bush.

Commissioner Hawkins confirmed that the offer does not include a contract.

Commissioner Bush advised that is correct.

County Attorney Goodman confirmed with the general consensus of the Board he would reach out to Mr. Massey.

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

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Deputy Clerk Brantley

Date Board Approved