

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
June 22, 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

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I. PROCLAMATION

- A. Call to Order – Chairman Kent
- B. Invocation/Pledge – Chairman Kent/Tray Hawkins

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

Risha Brantley, Deputy Clerk

II. ADOPT THE AGENDA

Additions

- Assist City of Vernon with hauling material for CDBG project –  
Commissioner Hawkins
- County Time Clock RFP - Commissioner Hawkins
- Temporary Organization - Chairman Kent

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

III. ADOPT PREVIOUS MINUTES –

April 19, 2017 Board Meeting

May 17, 2017 Workshop

May 25, 2017 Board Meeting

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously 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.

V. CONSENT AGENDA –

- A. Request approval for the Clerk of Court to pay vouchers for May 2017 totaling \$2,034,124.44
- B. Washington County School Board Emergency Shelter Memorandum of Understanding
- C. American Red Cross Emergency Shelter Memorandum of Understanding
- D. Construction Bid Award – Construction bid award for the South Boulevard/Hoyt Street Sidewalk project to BCL Civil Contractors in the amount of \$373,008.63
- E. LAP Supplemental Agreement Resolution – The resolution approves the Chairman and Clerk of Court to sign the LAP agreement for South Boulevard/Hoyt Street sidewalk
- F. Equipment Purchase – Approval to purchase two New Holland tractors with HD flex wing bush hog and an offset bush hog from Kingline Equipment
- G. Mudhill Landfill Reporting – Dewberry will perform two semi-annual water quality reports and two semi-annual reports sampling/analysis at the Mudhill Landfill

- H. Keencutter Road Bid Award - Award to North Florida Construction with the addition of ribbon curve for \$3,000.00
- I. Career Source Chipola Reappointment – Zenna Corbin currently serves on the CareerSource Chipola Board. Her current term expires June 30, 2017. Zenna’s reappointment to represent Washington County would be for a three year term.
- J. Tax Recapitulation – The Tax Collector reports \$497,493.60 in discounts, errors, double assessments, and insolvencies on the 2016 tax roll
- K. Inmate Supervisor Salary – The base salary will increase to \$11.00 per hour
- L. Choctawhatchee Bay Estuary Inter-local Agreement – Holmes, Okaloosa, Walton, and Washington County working together on a regional bases believe that it is in their best interest to address the issues concerning the Choctawhatchee Bay and its watershed via a coordinated estuary program to more effectively coordinate and consolidate their respective efforts for the comprehensive and collaborative management, restoration, and protection of the Bay and its watershed. There are revenue and grant proceeds available to assist in funding these projects. The counties working together on a regional basis can maximize the funding.
- M. Assisting City of Vernon with CDBG grant

**Commissioner Abbott offered a motion, seconded by Commissioner Hawkins and carried to approve the consent agenda.**

## VI. AGENDA ITEMS

- County Administrator – Jeff Goodman, County Attorney advised the

Board that Jeff Massey accepted the county administrator position.

Mr. Massey expressed his appreciation.

**Commissioner Bush offered a motion, seconded by Commissioner Hawkins and unanimously carried as affirmation for Jeff Massey accepting the county administrator position.**

**Commissioner Kent offered a motion to appoint Marla Hayes as the point of contact, Lynne Abel to have the authority to sign in emergency situations any expenditures under her spending limit, and increase Johnny Evans signing authority to \$5,000.00 at road and bridge for any unforeseen things that may arise up until Jeff Massey is on full-time.**

Commissioner Bush confirmed the motion as changing signature authority on two and spending authority on one; basically the spending authority would be on all three if you give Marla and Lynne signature authority that is increasing their signature authority to what the county administrator's is.

Marla Hayes advised the Board that she would like to put Mr. Massey on the payroll for the hours that he is here before he comes on full-time. He will be able to be a contact person in order to be able to be involved in every aspect of the transition.

Commissioner Hawkins confirmed with Marla Hayes that would not affect Mr. Massey's in regards to the FRS system.

**Commissioner Bush seconded Commissioner Kent's motion.**

Commissioner Kent clarified his motion as Marla Hayes will be the point of contact, Lynne Abel will have the authority to sign anything that is under her spending limit, and Johnny Evan's spending limit will be increased to \$5,000.00.

The consensus of the Board is to increase Johnny Evan's signature authority to \$10,000.00.

**Commissioner Bush seconded the motion on the updated signature spending levels.**

- Florida Department of Transportation Rural Works Program – Karen Shaw, Grants/Special Projects Coordinator advised the Board the rural works program road updates include the roads mentioned at the workshop, which are Hutchinson Road, Brown Street, East side of South Boulevard, Holmes Valley Road, and Brickyard Road in front of the high school.

**Commissioner Hawkins offered a motion, seconded by Commissioner Abbott and carried to approve all items that the Board listed under the large scale projects with the addition to the small projects that will fall under the \$100,000.00 range that County Engineer Knauer will bring on the road matrix.**

- Healthy Families – Commissioner Kent  
**Commissioner Bush offered a motion to approve Healthy Families 30-day extension on their lease.**

- Commissioner Bush amended his previous motion to alter the 30-day extension to a 60-day extension. Commissioner Abbott seconded Commissioner Bush's motion, which unanimously carried.**
- Employee Time Tracker – **Commissioner Hawkins offered a motion, seconded by Commissioner Abbott and unanimously carried to task the Human Resource Department to put a RFP out for a time keeping system for all board employees.**

VII. PUBLIC WORKS DIRECTOR – Johnny Evans updated the Board. There are 11 single span bridges that the Department of Transportation does not inspect. There are 9 wooden double span bridges remaining that the state currently inspects.

County Attorney Goodman advised the Board the County Engineer should look at the bridges and advise the Board.

Commissioner Abbott asked if his district money had been reallocated.

Johnny Evans advised that it had. He suggested that Johnnie Pettis, Finance Director would contact them in order to advise where it would come from.

Johnny Evans addressed the Board in reference to equipment including a reclaimer, 10-foot offset disc bush hog, and excavator.

Johnny Evans and the Board discussed spraying. He advised the Board that there is currently an employee on staff that is certified to spray and he would

like to send another employee to obtain his certification.

VIII. COUNTY ENGINEER –

- Paving Matrix – County Engineer Knauer

The Board and County Engineer Knauer held discussion on the paving matrix.

Commissioner Abbott requested the matrix be updated.  
He also requested the milled asphalt roads be identified.

County Engineer Knauer advised the Board the maintenance cost reflected on the matrix had not been updated since 2013-2014.

Commissioner Abbott requested the road matrix be sorted by district.

The Board discussed Strickland Road.

County Engineer Knauer suggested the Board reach out to Water Management along with Bay County via letter in reference to Strickland Road that shows that both counties show support in repairing the area.

County Engineer Knauer also suggested a representative from Washington and Bay county commission make a presentation on the project to the Water Management Board.

The consensus of the Board is for Commissioner Hawkins to reach out to Bay County commission.

County Engineer Knauer requested updated information from E-911.

Chairman Kent directed Marla Hayes, Human Resource to reach out to the building inspector in order to request that he meet with E-911 in order to obtain a new house count on the roads.

IX. CLERK – None

X. COUNTY ATTORNEY – County Attorney Goodman advised the Board he has reviewed the grant applications that were prepared for the 79 corridor project which are ready to be sent with the Boards approval.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to submit the grant applications for the 79 corridor project.**

XI. ADJOURN – **Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to adjourn.**

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Deputy Clerk Brantley

Date Board Approved