

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
September 20, 2017, BCC Meeting – 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 – Tim Owens, Piney Grove Free Will Baptist Church/Chairman Kent

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

Also attending the meeting are as follows:

Jeff Carter, County Attorney  
Jeff Massey, County Administrator  
Lora C. Bell, Clerk of Court  
Risha Brantley, Deputy Clerk

Jeff Massey, County Administrator recognized First Baptist Church for their dedicated support and effort shown during the events of Hurricane Irma, September 2017.

- II. ADOPT THE AGENDA – **Commissioner Hawkins offered a motion, seconded by Commissioner Joyner and carried to adopt the agenda.**
- III. MINUTES – August 16, 2017 – **Commissioner Bush offered a motion, seconded by Commissioner Hawkins and carried to approve the minutes dated August 16, 2017.**

- 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.

Carol Rudd, Supervisor of Elections expressed disapproval of the Board funding the elections budget for \$16,000.00 less than requested in order to apply funds toward an IT position for an individual.

Chairman Kent advised the Supervisor of Elections that the Board would not leave her stranded.

- V. CONSENT – Vouchers – August 2017 totaling \$1,618,446.20

**Commissioner Bush offered a motion, seconded by Commissioner Hawkins and carried to approve the vouchers for \$1,618,446.20.**

- VI. AGENDA

- Florida Department of Health Core Contract and Fee Schedule – Karen Johnson requested approval of the 2017-2018 contract and fee schedule.

**Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to approve the Florida Department of Health Core Contract and Fee Schedule.**

- Equestrian Center – Nina Davis, 4-H Club updated the Board on the proposal to revitalize the property located at Daniel Lake Drive Center for the Washington County Equestrian Center.

Speaking in support of the revitalization proposal were Commissioners Hawkins, and Bush. Bush suggested any unused items could be sold, in turn putting the funds back into the facility.

Commissioner Abbott expressed his support, requesting the county attorney staff review the waiver provided by the 4-H Club.

Commissioner Joyner expressed his support.

Chairman Kent advised there is Board consensus and directed to further deal with County Administrator Massey who will work with the county attorneys.

- 2016 – 2017 Small Quantity Hazardous Waste Generators – Karen Shaw, Grants/Special Projects Coordinator advised the Board there are no major findings and the report brings the county in compliance with state statute regarding the program.

Commissioner Hawkins expressed concern about having quality control over the vaccinations at the Washington County Health Department.

County Engineer Knauer advised that the amount of panels the health department has makes the scenario different.

A small generator would protect the vaccines.

County Engineer Knauer advised that he would have someone look into what it would take for the building to have one transfer switch, one generator, etc.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to accept the small quantity generator report and process the associated invoice.**

- 2017 – 2018 SQG Contract with WFRPC – Karen Shaw, Grant/Special Projects Coordinator requested approval of the above referenced agreement for the West Florida Regional Planning Council to continue monitoring the program at a cost of \$4,000.00.

**Commissioner Bush offered a motion, seconded by Commissioner Hawkins and carried to enter into an agreement with West Florida Regional Planning Council for 2017- 2018 to provide the small quantity generator analysis/report.**

- Sunny Hills Library Security System – Renea Rountree, Library Director addressed the Board in reference to security at the Sunny Hills Library. Three quotes were obtained, with Professional Satellites being the lowest at a set-up fee of \$1,049.85, and monthly monitoring fee of \$39.99.

The funds are in the library budget.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to proceed with Vivint at the Sunny Hills Library and Community Center.**

Renae Rountree advised the Board the contract is with Vivint.

Commissioner Bush advised Renae Rountree if the lighting at Sunny Hills is inadequate inform the Board.

- State Aid to Public Libraries Grant – Renae Rountree, Library Director

Commissioner Hawkins requested the threshold number needed in order to meet the local effort for the next budget cycle.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to sign the state aid to public libraries grant.**

- TDC Resignation – Heather Lopez, TDC Director requested approval of the resignation of Daniel Young, seat #6 with Pine Log State Forrest.

There are currently two vacant seats, seat #6 and #9, both bed tax collector seats.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to approve the resignation of Daniel Young.**

#### VII. FEMA COORDINATOR – None

County Administrator Massey advised the Board that he has contacted Wheeler Emergency to assist with compiling and submitting information in reference to Hurricane Irma within the adequate timeframe in order to ensure full reimbursement, also including the fee from Wheeler Emergency if the Board does not have any opposition he will proceed.

There was no opposition from the Board in reference to County Administrator Massey proceeding with Wheeler Emergency services.

Commissioner Joyner requested an update on the FEMA collections from the FEMA Coordinator.

Kevin Mooneyham advised things remain much like last month. In speaking with the grants manager at DEM the current status is to send an e-mail in regards to previous issues in order for the issues to be fixed.

There is no date set where all monies should be received.

If the Board would like to schedule a meeting, it should be done so with Carter Mac, Public Assistance Office of the State.

Commissioner Hawkins confirmed with Kevin Mooneyham, Wheeler Emergency that he would have the information together to send to FEMA by the end of the week.

The timeframe for the information to be entered is important to scheduling the meeting at the end of the following week with the state representatives and coordinator.

Chairman Kent confirmed that the meeting would include Jeff or someone from his office and County Engineer Knauer.

Commissioner Hawkins suggested the senator attend the meeting as well.

#### VIII. PUBLIC WORKS – None

#### IX. COUNTY ENGINEER – Cliff Knauer introduced the Board to John Whittington as well as updated the Board.

- Kent Road – Southeastern Surveyors are progressing with the survey on Kent Road. The utilities will be included on the survey.

Discussion was held by County Engineer Knauer, and Commissioners Hawkins, and Abbott in reference to design and dig tickets.

After the survey is complete alignments will be put together and then a community meeting will be advertised for.

The budget of \$1,100,000.00 is a challenge. The funds will not complete 4-miles of new road construction.

- Kirkland Road – The notice to proceed was issued August 23. The contractor, C.W. Roberts has not shown up as of yet.

Discussion was held by County Administrator Massey, County Engineer Knauer, and Commissioners Abbott, Joyner, and Kent.

Commissioner Abbott advised that he is prepared to proceed to the next contractor.

Commissioner Joyner suggested the contracts be reviewed prior to ensure there is proper recourse.

County Engineer Knauer advised the contracts include liquidated damages. The contractor has 10-days to start. The contract includes 90-days to substantial and 30-days to final.

Commissioner Hawkins asked Attorney Carter if Mr. Massey reached a point where he was no longer comfortable with the completion of the project, would cancelling the contract and reissuing to the second bidder have to come before the Board.

Attorney Carter advised, yes.

- Hicks Lake/Lake Shore Drive – County Engineer Knauer advised the Board that he has viewed erosion issues on both roads. The 319 grant program may be an option to apply for to assist with addressing the erosion issues. The grant is 50/50.

County Administrator Massey advised that Water Management has been receptive of anything that would fall under the criteria that they would accept.

He advised the Board that he intends to seek further assistance from Ted Everett.

Greenhead Grade – Commissioner Joyner requested an update.

County Engineer Knauer advised he would review the DOT 5-year work program.

Commissioner Bush updated County Engineer Knauer on the Choctawhatchee Bay Estuary Board meeting. The application for the EPA grant for \$2,000,000.00 was denied. Letters are being sent to the chairman of the Okaloosa and Walton County Board's requesting them to commit 10% of their pot 1 restore monies to the Choctawhatchee Bay Estuary Coalition.

County Engineer Knauer, and Commissioners Abbott, and Bush held discussion on stream crossing.

Commissioner Bush updated County Engineer Knauer in reference to the estuary meeting. The committee voted to go in with St. Andrews Bay and state representatives to request \$4,000,000.00 of legislative funds be designated to those two programs.

Commissioner Kent requested Williams Road be added to the list.

County Engineer Knauer advised the Board updated the following roads on the list: Pine Log Road, Potter Springs Road, and one other one.

Commissioner Hawkins advised the Board that Commissioner Bush mentioned that Armstrong Mill Road; Mill Pond feeds Holmes Creek.

County Administrator Massey advised the Board that he is scheduling to look at Armstrong Mill Road.

- Obie Street and Bonnet Pond Road – County Engineer Knauer advised the Board he is awaiting the final agreements from DOT on Obie Street and Bonnet Pond Road.

There is plenty of right-of-way on Bonnet Pond Road, however there are some areas where the shoulders need to be built out, which will likely require some wetland impacts.

Obie Street is straightforward.

X. COUNTY ADMINISTRATOR – County Administrator Massey addressed the Board.

- Tri-County Airport Board Appointment – Norman Rich and Jim Town are active on the Board. Alan Williams term expired in June.

**Commissioner Joyner offered a motion, seconded by Commissioner Abbott and carried to appoint Alan Williams to the Tri-County Airport Board.**

Frank Acuff has been brought forward to be appointed to the Tri-County Airport Board.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to appoint Frank Acuff to the Tri-County Airport Board.**

- County Attorney Contract – Fuqua, Milton, and Carter P.A., Attorneys at Law – **Commissioner Hawkins offered a motion, seconded by Commissioner Abbott and carried to enter into contract with Fuqua, Milton, and Carter, P.A.**
- E-911 Addressing Committee – County Administrator Massey advised the Board that he recently found out about the existence and function of the committee. The committee is composed of the county manager, county commissioner, representative from the planning department, 2 representatives from road and bridge, representative from the sheriff's office, and a representative from E-911. The committee needs to be activated and made to work as it should.

Commissioners Kent and Abbott advised they do not feel a commissioner being on the committee should be a requirement.

Clint Erickson, E-911 addressed the Board in reference to the E-911 Committee. After the election, the committee fell apart. The previous county administrator, suggested to bring any name change request from a private individual to him in order to bring before the Board.

He suggested that he would rather return to the committee meetings.

Discussion was held by Clint Erickson, and Commissioners Hawkins, Kent, Bush, and Abbott.

County Administrator Massey suggested the Board resort to the specific language in the ordinance.

The Board's consensus is to omit a commissioner being on the E-911 Addressing Committee Board.

Commissioner Bush requested if a road is being renamed in a commissioner's district to advise the commissioner.

Clint Erickson addressed the Board in reference to the timeframe that it takes an individual to obtain a building permit. The ordinance states that every parcel touching a particular road that needs to be named has to be notified. 80% of land owners on the road have to agree to that name. If there is no response in 30-days the request to name the road as requested can be done.



Commissioner Hawkins requested Attorney Carter look at the issue in order to expedite certain situations.

County Administrator Massey suggested the county attorney's see if some terminology can be included in the current ordinance that would allow for exceptions.

He advised the Board they intend to proceed with the committee. Some changes on the committee may need to be made.

**Commissioner Abbott offered a motion, seconded by Commissioner Hawkins and carried to replace the board member on the committee with Rick Kerr and Randy Truette as the liaison for the sheriff department.**

- Sunny Hills Boulevard Lighting - County Administrator Massey advised the Board the MSBU committee voted to bring before the Board replacing the light fixtures and bulbs on the power poles at the Sunny Hills entrance. The monthly bill will be increased \$3.00 for each one. It will provide better coverage and LED lightings.

Commissioner Bush added the arms will also be changed.

It was discussed to add decorative lighting at the entrance and replace some of the concrete poles with decorative aluminum poles at the beginning so that those poles will already be committed to a 5-year contract for those improvements.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and carried to replace all the lights except for those at the very front entrance of Sunny Hills Boulevard with the new led fixtures and arms.**

- Sunny Hills Fountain – County Administrator Massey advised the Board that it seems the fountain needs extensive work. At the meeting the MSBU committee chairman provided 3 quotes which ranged from \$10,000.00 - \$12,000.00.

He advised the Board that he is suspect at proceeding at this point and would like to verify more on the fountain.

Commissioner Bush advised the Board the county attorney needs to be charged with meeting with Deltona and working on a lease agreement.

County Administrator Massey clarified with the Board that they do not want it deeded over to them by Deltona.

He confirmed with the Board that he and legal have authorization to pursue and compose that.

Commissioner Bush addressed the Board. He does not have an issue offering a motion to make the improvements to the fountain based on the bids that have been submitted. If they are sufficient, proceed with the lowest bid of the fountain pending the lease agreement on the property. Be sure to look at all the property in the front.

Commissioner Hawkins suggested to allow County Attorney Massey to work the lease out and bring it back before the Board in October.

Commissioner Bush rescinded his motion.

**Commissioner Bush offered a motion, seconded by Commissioner Hawkins and carried to charge the legal team with getting MSBU into a lease on those properties, also asking that the county administrator review and go over the lease with staff.**

Commissioner Hawkins advised County Administrator Massey to ensure everything is done most cost effective, including the highest efficiency pumps, and that water is recycled.

- Wilder Park Improvements – County Administrator Massey asked County Attorney Carter if MSBU funds could be used for improvements at Wilder Park. There are bathroom and septic tank issues, request to install a high security camera, and make any other improvements that are necessary.

Attorney Carter advised the funds could be used there. It falls under common areas, beautification, and includes anything that you can conceivably or reasonably tie to those purposes.

Commissioner Hawkins advised County Administrator Massey to proceed with repairing any amenities that the park currently has. If the security needs to be installed, including lighting, proceed.

- AED or Defibrillator – County Administrator Massey advised the Board the MSBU Board suggested to have defibrillators posted in the community.

Commissioner Hawkins advised the Board that he tasked himself with meeting with the sheriff, fire coordinator, and EMS for the ability to have the fire department paged out in a cardiac situation who would have to agree that they should be paged out. That is why they discussed installing them on the fire trucks.

County Administrator Massey advised the cost is \$1,200.00 - \$1,600.00.

Commissioner Bush advised to proceed with using the MSBU funds to purchase the aed's, unless there is a legal issue. He proposed to purchase 3 aed's as they have requested and let them position them where they feel they should be.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to purchase 3 aed's with MSBU funds.**

- Waste Management – County Administrator Massey informed the Board the current contract with Waste Management has a built in cpi increase of 1.68%, which equates to an estimated \$0.30 monthly.
- County Assets – County Administrator Massey advised the Board there has been interest expressed in the purchase of the Big Bend building asking if he could advertise for sale. An appraisal has been done.

**Commissioner Joyner offered a motion, seconded by Commissioner Abbott and carried to allow Mr. Massey to pursue the possibility of putting the building that Big Bend occupies out for bid.**

- Accufund - County Administrator Massey advised the Board the accufund program will require quite a bit of information. He expressed thanks to Clerk Bell, Johnnie Pettis, and Risha Brantley for their assistance.

XI. CLERK – Clerk Bell addressed the Board.

- Medical Examiner's Agreement – Clerk Bell advised the Board the inter-local agreement for the medical examiner services includes an increase of \$1,126.00 for the county. The amount budgeted, \$61,316.00 was the

amount previously paid. Each county increased with the proposal.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott for discussion to amend the inter-local agreement to provide medical examiner services with the for mentioned increase as well as giving the chairman the authority to sign the agreement.**

Commissioner Abbott questioned the increase.

Clerk Bell advised the amendment displays the cost for operating the medical examiner's office is the amount specified in the agreement for the year going forward.

**Commissioner Hawkins seconded Commissioner Bush's motion, which carried.**

XII. COUNTY ATTORNEY – None

XIII. ADJOURN - **Commissioner Hawkins offered a motion, seconded by Commissioner Kent and carried to adjourn.**

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Deputy Clerk Brantley

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Date Board Approved