

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**January 17, 2018, 9:00 a.m. - BCC Special Meeting – Commission Board Room**  
**1331 South Blvd., Chipley, FL 32428**

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

I. PROCLAMATION –

- A. Call to Order – Chairman Hawkins
- B. Invocation/Pledge – Johnny Evans/Jeff Massey

The Washington County Board of County Commissioners met for a special meeting and workshop, beginning at 9:00 a.m., on Wednesday, January 17, 2018.

Present were Chairman Hawkins, Vice-Chairman Abbott, and Commissioners Bush, Kent, and Joyner. Also present were Jeff Massey, County Administrator, Jeff Carter, Fuqua, Milton, & Carter, PA - County Attorney, Lora C. Bell, Clerk of Court, and Johnnie Pettis, Finance Director.

- II. SPECIAL MEETING – DEO Agreement – Ted Everett requested board approval of amendment one – executive summary in regards to the Highway 79 Corridor Authority Inter-local Agreement – February 26, 2016.

Commissioner Bush suggested the chairman represent the board.

**Commissioner Kent offered a motion, seconded by Commissioner Joyner and carried to remove himself from the committee and appoint Chairman Hawkins as the liaison to the committee for the 79-corridor project.**

Attorney Fuqua advised the board that they have arranged for the legal fees incurred through this phase to be paid for by corridor funds. Once payment is made a reimbursement request should be submitted to the corridor.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to proceed with amendment one in regards to the Highway 79 Corridor.**

Chairman Hawkins closed the special meeting and opened the workshop.

### III. AGENDA ITEMS

- Special Exception Application for Used Vehicle Sales – 751 Kirkland Road – Steve Cramer, Planner addressed the board in reference to a request received from Michael Nixon to sell used vehicles at 751 Kirkland Road, which is the northeast corner of Kirkland Road and South Boulevard. He proposes to sell ten used cars and ATV's as his business.

Board approval is required for the special exception.

The Planning Commission recommends approval with staff support. The staff report includes five conditions, which are located on page-3.

The conditions include the following:

- Handicap accessible public bathroom
  - Handicap parking space and access aisle
  - Wheel stops for each public parking space
  - Signage requires a building permit
  - The septic tank has to be certified by a contractor
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- MOU – Wausau Possum Palace – Community Staging Area – Lynne Abel, Public Safety Director advised the board they are updating their logistics plan, which includes county staging areas. Per a suggestion from The Department of Defense Team, The Wausau Possum Place would be a good selection due to the location to the Emergency Management Center as well as the layout of the facility.

Wausau has previously approved the MOU.

A county staging area is identified in the event a catastrophic situation occurs.

Lynne Abel requested board approval of the MOU.

- FDOT Funding Program – Karen Shaw, Grants/Special Projects Coordinator advised the board applications for SCOP, SCRAP, and CIGP are due March 15, 2018.

Commissioner Abbott suggested submitting the western part of Sunday Road, which is off of Orange Hill.

Discussion was held by Commissioners Hawkins, Kent, and Abbott in regards to the traffic congestion at the middle and high schools and how to alleviate it.

County Engineer Knauer advised the board that Mr. Taylor recognizes that it is a problem and is open to discussion on resolving the issue.

Chairman Hawkins suggested Commissioner Kent and County Engineer Knauer work with Mr. Taylor on a solution.

Commissioner Kent included County Attorney Carter.

Karen Shaw requested the board identify the roads they would like to submit by the regular meeting in January.

Commissioner Joyner advised the board that approximately six years prior impact fee monies were spent on surveying Greenhead Grade, and Houston

Road. At that time the board had selected these roads in the top to be submitted, but these roads have somehow been pushed through the cracks.

Karen Shaw advised Commissioner Joyner that Greenhead Grade was submitted last year but was not selected.

Commissioner Hawkins suggested the county look at paving some of their roads themselves.

Karen Shaw advised the board along with the three roads that need to be selected at the next board meeting, preauthorization of execution of resolutions need to be approved as well to go along with the applications.

- Opioid Representation – Commissioner Hawkins requested the commissioners be prepared to select opioid representation at the regular board meeting.

Chairman Hawkins called a recess.

Chairman Hawkins called the meeting back to order.

- IV. FEMA COORDINATOR – Kevan Parker, Wheeler Emergency updated the board on FEMA. \$596,000.00 is ready to be paid to the county.

Commissioner Kent requested an update on the Graham County projects.

Kevan Parker advised that pw 169, 175, 202, and 215 are part of that, which should be coming to the county.

Johnnie Pettis, Finance Director advised the board when the funds are received information is included identifying specific PW's.

Commissioner Bush commended Mr. Parker on his presentation to the board.

V. COUNTY ENGINEER – County Engineer Knauer updated the board on the following:

- Kent Road – The alignment is complete and the next step is to schedule a community meeting for input.

Commissioner Abbott advised the board per discussion with Renae Marchant an offer has been made to use a facility they have to hold the community meeting, which is centrally located.

- CIGP, SCOP, and SCRAP – County Engineer Knauer advised the board the CIGP is aimed at removing traffic from a state highways. Brickyard would be eligible.

Commissioner Bush suggested Hutchinson Road, Commissioner Abbott Sunday Road, Commissioner Hawkins Chain Lakes Road, and Commissioners Abbott and Joyner Greenhead Road.

Commissioner Kent mentioned milling Hutchinson Road and also requested an update on Cypress Springs Road.

Chairman Hawkins advised the road is in the works.

- Buckhorn Boulevard – County Engineer Knauer suggested that Southeastern Surveying should do the survey and legal for the right-of-way because they did the original boundary work for the Rhythm Development.

The alignment is needed in order for an alignment to be laid out on it and a

legal description written in order to get a deed or easement from the new landowner.

He advised the board he would provide them a proposal from Southeastern Surveyors in order to provide the attorney the information he needs to prepare the deed.

Commissioner Abbott clarified there is funding for Buckhorn of \$314,000.00 in 2019 and \$2.8 million for construction. He suggested an advance funding agreement be done.

Karen Shaw advised that a resolution is needed.

Commissioner Abbott requested Karen Shaw provide the resolution at the regular meeting.

Commissioner Abbott referenced the 6/10 of a mile that was previously discussed in that area.

County Engineer Knauer advised the board gave previous direction to proceed and the paving cost would be around \$180,000.00.

- Safety Program – County Engineer Knauer advised the board that the eligibility for the program is a 3-year process to apply for roadway improvement projects.

Falling Waters Road was previously submitted.

The project funds at 100%.

Renae Rountree advised the board that she recently attended a community

traffic safety meeting and Washington County is not remotely on the matrix for bad things happening.

Commissioner Bush clarified as far as fatalities on roads.

Commissioner Abbott asked if the project near the red light at Orange Hill and Brickyard is complete.

Commissioner Kent advised the south side is done.

County Administrator Massey advised he would follow up.

VI. PUBLIC WORKS SUPERVISOR – Johnny Evans, Public Works Supervisor addressed the board on the following:

- Surplus Equipment – Johnny Evans provided the commissioners a list of equipment to auction. The 300 Komatsu excavator listed for auction would be auctioned with the hopes of purchasing a smaller one that would be easier to haul on the lo-boy.

Since the mixer has been delivered Bahoma, Cutchins Mill, Sandpath, and Duma Jack Roads have be done. The next roads are Chain Lakes, Clark Lane, Hickory Ridge, and then move over toward Buddy Road.

Chairman Hawkins called a recess.

Chairman Hawkins called the meeting back to order.

VII. COUNTY ADMINISTRATOR –

- Sunny Hills Library – Renae Rountree, Library Services Director addressed the board in reference to the 3-month period for Sunny Hills being open with the

additional hours.

The commissioners were provided documentation on statistical numbers for the last three months for all library locations.

Sunny Hills has been open for 36-hours per week, which is more hours than Vernon, the second busiest branch, which is open 34-hours. The Wausau location is open 25-hours.

Per the numbers there has not been a huge increase at Sunny Hills.

She requested board direction.

Open one day a week previously Sunny Hills would average about 59 people per month.

The Chipley location is open 40-hours per week per state mandate.

Commissioner Bush asked what would be the effect on expenses if the hours were cut back to 25-hours per week.

Renae Rountree advised that it would still be a little more expensive. Staff has been willing to be lean in other areas in order to try the 3-month period. Realistically staff would have to work a few more hours in other places to cover that.

Commissioner Abbott suggested to change the hours to 24/25 per week.

Renae Rountree recommended to close the Sunny Hills Library. Wausau could be open more often and it would be less expensive because a library page



would be moved there; the branch manager would still exist but would be working 30-hours and the location would be open 5-days per week at Wausau. That would cut down the cost at Wausau per hour, per patron to operate. The revenue that was generated was not even close to Vernon's and the fact that Sunny Hills was open more hours is troubling.

The Sunny Hills internet access has not improved.

Commissioner Hawkins suggested to fund the Sunny Hills Library at less hours while awaiting the fiber to be installed at the new substation allowing the library to piggyback off of that.

Renae Rountree suggested a 26-hour week if the board is willing to give more funding advising she would have the expected expense at the regular meeting.

The board agreed on an additional 3-month.

Chairman Hawkins advised they would work with the sheriff and FDLE, if they put in a fiber then the board hopefully could have the option to purchase the additional fiber.

Commissioner Bush suggested Renae Rountree determine the peak usage times and determine the operating hours based on that.

Renae Rountree advised that it changes month to month. However, she suggested the hours would be 9:00 a.m. – 6:00 p.m. Tuesday, Wednesday, and Thursday.

Commissioner Hawkins asked attorney Fuqua if MSBU funds could be used to fund the increase in hours.

Attorney Fuqua advised Commissioner Hawkins he would follow up with the board.

Gary Hartman, member of the MSBU Advisory Committee advised the board that the committee has supported the library and would be willing to fund it if it is a legal option.

Renaë Rountree advised that she would continue to operate at 36-hours until a decision is made.

- Fire Equipment Surplus – Rick Kerr, Fire Services Coordinator advised the board there are three vehicles at the Caryville station that are not in working order.

Commissioner Hawkins addressed the board. The board made a commitment to Chipley, Vernon, Ebro, and Wausau to help fund their recreational programs through aid. He asked if the board would be willing to donate the funds to Caryville in order for them to put a roof on the Caryville Civic Center.

Rick Kerr advised the board currently the majority of Caryville's budget is being used to get two trucks back in working order for them to be able to respond to calls.

A county floater engine is currently in Caryville to have a truck in service for the county.

Commissioner Kent advised that Caryville was previously defunded because they were not in compliance. When they come back in compliance the board can act on releasing the money.

Rick Kerr advised the board in order to be in compliance the trucks have to be in compliance with NFPA.

Johnnie Pettis advised that Caryville does not receive a quarterly draw but instead their invoices are submitted to finance for payment.

Commissioner Hawkins advised the board the cost of the roof is \$4,000.00/\$4,500.00 and Caryville suggested they could cover half.

Rick Kerr advised the board that Ebro is close to being in compliance.

Marla Hayes addressed the board. Rick Kerr has come to the human resource department in regards to volunteer fire fighters. A physical and a drug test is required; a background and all that. Since they do not have their funds would the expense be able to be paid out of their funds to help them get where they need to be in order to get in compliance or is Ebro expected to fund that to get them in compliance.

Commissioner Abbott suggested to preauthorize spending.

Commissioner Hawkins suggested that Ebro decide if they are going to pay for it by approval at their council meeting and forward the invoice to the county.

There was board consensus for this procedure.

Commissioner Bush clarified that the sale of the fire equipment funds will go in the Caryville Fire Department account. This item will be added to the consent agenda.

- Handbook Changes – County Administrator Massey advised the board that a draft handbook is available for their review.

Marla Hayes requested the commissioners contact the human resource office by February 7 with any concerns. Once that is done another draft will be prepared and provided to the board.

- Gulf Power – County Administrator Massey advised the board the agreement from Gulf Power for lighting at MSBU has been received and will be brought to the board for approval at the regular board meeting.
- Big Bend – Jeff Massey, County Administrator addressed the board in reference to Big Bend, which is the same stance as the meeting in December 2017.

Commissioner Abbott expressed opposition.

Chairman Hawkins commented there is no guarantee that they will receive fair market value for the building.

Commissioner Kent asked if the board makes repairs would the building appraise higher.

Commissioner Joyner advised the board that the appraisal is equal to \$34.00 per square foot, which is a low appraisal.

Jeff Massey advised the board that Big Bend has to have \$200,000.00 to make their deal work at the bank.

He suggested to Commissioner Abbott that he could set up a meeting.

- Douglas Ferry Detour – Commissioner Hawkins advised that Anderson Columbia is going to shut down Douglas Ferry at the inter-section of Highway 79, the eastbound side, and detour traffic down Davidson Road over to Clayton Road.

They made an agreement with the county to mill asphalt the portion of Davidson Road that is in question with the drainage issue prior to putting traffic on it and they are going to maintain the road.

A resolution needs to be passed. This is a consent agenda item.

Commissioner Hawkins advised with the consensus of the board the funds for the Caryville Civic Center will be listed on the agenda for the roof repair for half the expense, \$2,250.00.

Chairman Hawkins requested the clerk’s office identify a source for the above expenditure.

- VIII. CLERK – Clerk Bell reminded the board about documenting their travel a couple of times per year per auditor’s request.

The board agreed to document the travel February and August.

- IX. COUNTY ATTORNEY – Attorney Fuqua requested the board list on the consent agenda the approval of a resolution to go along with an easement to Anderson Columbia that the board approved in December for Bonnie Road. The resolution grants them the easement.

- MSBU – Attorney Fuqua advised the board the MSBU funds can be used for the library because services are provided over and above what is provided

elsewhere.

- Sunshine Meeting – Attorney Fuqua advised that he will request a sunshine meeting to discuss the resolution of the Watson case at the next meeting.

Commissioner Bush requested that Renae Rountree compile a plan of the Sunny Hills Library hours, and determine the base hours in order for the board to be able to vote at the next regular meeting.

Chairman Hawkins advised to list the Sunny Hills Library on the regular agenda.

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

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Deputy Clerk Brantley

Date Board Approved