

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
October 19, 2016 Workshop - Commission Board Room
1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush	Charles Kent		Todd Abbott	Lynn Gothard
Chairman	Vice-Chair			

- I. PROCLAMATION – Deputy Rackard
 - A. Call to Order – Chairman Bush
 - B. Invocation/Pledge – County Administrator Hamilton/Chairman Bush

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

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

- Audit Report – Sara Applewhite – Carr, Riggs, and Ingram and Evan Dykes were present from the firm. Sara Applewhite addressed the Board in reference to the 2015 audit, which was completed June 2016. The Board was provided financial highlights.

Chairman Bush asked Sara Applewhite if each entity that pays into the FRS system is future liability is based on the demographics of the workforce.

Sara Applewhite, Carr, Riggs, and Ingram addressed Chairman Bush.

They are requesting that it is recorded on the books but it does not change how you fund it. It does not change the cash flow. It is a long-term liability. In the past, it has been located on their balance sheet. In the audit report the liability is in the section where long-term liabilities are. It is funded monthly because of the contributions being made.

Chairman Bush asked if it varies depending on the FRS plan.

Sara Applewhite, Carr, Riggs, and Ingram addressed Chairman Bush. They are provided a calculation that does have both of those and they are added together, which are the actuaries.

Chairman Bush addressed Sara Applewhite, Carr, Riggs, and Ingram. The county pays into the retirement system for those that are not eligible for the Florida Retirement System; is that common throughout government entities.

Sara Applewhite, Carr, Riggs, and Ingram advised that she will work with Clerk Bell on the issue and provide an answer.

- TDC Seat #3 Appointment – Heather Lopez, TDC Director requested approval of Kalan Miller from the City Council of Vernon be appointed to seat #3. The term will end September 30, 2018, which is residual.

The Board agreed to list the seat #3 appointment on the consent agenda.

- Radio/Pager Coverage – Clint Erickson, Communications Committee Chairman provided the Board an update on the coverage area within the county with the in and out bound mobile radios and car radios.

A study was done in May which produced maps for portable outbound coverage on street, portable inbound coverage on street, mobile inbound coverage, and mobile outbound coverage.

There is a lack of coverage in Caryville, going toward Ebro along Hwy. 79 and in Chipley. The committee is currently looking at the lack of coverage. The lack of coverage issue is throughout the county with the portables.

The difference with EMS and the other departments is that EMS has a repeater in their vehicle.

Commissioner Gothard spoke on deputies having repeatedly expressed concern about the lack of coverage when they are not in their vehicles.

Clint Erickson advised the Board the current problem is finances. Over \$16,135.00 has been spent since the beginning of the year/one year period for maintenance.

Commissioner Gothard questioned, what is the cost of their life worth?

Clint Erickson, suggested repeaters could be installed in vehicles but the problem there is that in order for the repeater to function, the vehicle must be running.

The other solution would be to install more repeaters on towers but then there is a larger expense created for maintenance and so forth.

Commissioner Gothard suggested composing a long-term plan.

Rick Kerr, Fire Coordinator addressed the Board. He visited 9 areas in

Caryville on October 13 and the surrounding areas. There were complaints about fire departments being unable to receive their pages. Using one of the newest pagers as he went around the pager would be activated but the static affected the information being transmitted. There is a problem in that area. He confirmed there are areas throughout the county.

He recommended that a repeater be put up in the Caryville area in order to help all three entities.

Chairman Bush asked about the area from New Hope to Ebro, which seems to be one of the weakest.

Clint Erickson agreed it is one of the weakest areas. He has looked for tower space in that area. The problem is there are so many things you have to go through in order to access the cell phone towers. Having someone get on the tower in order to do maintenance is also a task.

He suggested using another resource other than a cellphone tower to install a repeater on.

Clint Erickson addressed the Board, the Fire Coordinator looked at installing a repeater on the water tower because it is a simpler process.

Chairman Bush addressed Clint Erickson, if there is something that needs to be done as the towers are approved in order to make the usage from the county easier they need to know that.

Commissioner Abbott suggested a recommendation be brought before the Board.

Clint Erickson advised that it is an issue they are working on.
The current balance in the communications account is \$88,000.00.

Commissioner Kent asked if the technology that is being used is current.

Clint Erickson addressed the Board, the current technology being used for the fire department is analogue. Currently the other direction others are moving toward is digital, which is where the sheriff's department and EMS is.

Commissioner Kent suggested that is the direction that the county should go.

Clint Erickson suggested something that would support digital and analogue. The cost is more.

Chairman Bush asked when you use digital with an audio signal, is it a video signal where it is on or off.

Rick Kerr addressed the Board. In prior years the FCC mandated that everyone have a narrow band that would analogue channels. This compressed the signal. Digital would open this up, meaning better transmission.

Clint Erickson advised the Board he would go back before the committee in order to present the Board with a plan.

Chairman Bush suggested pursuing grants, if available.

Clint Erickson advised the Board that County Administrator Hamilton and Billy Brock are on the committee.

- Annual Forestry Report – Rodger Avreitt, Senior Ranger, Division of Forestry presented the Board with the 2015-2016 annual fire control report for Washington County.
Ariel Sewell, Senior Forester for Washington County presented the Board with the annual forestry report.

Commissioner Gothard addressed Ariel Sewell that she has had calls about past controlled burns that were done in Sunny Hills.

Commissioner Abbott expressed concern about cogon grass.

Ariel Sewell, addressed Commissioner Abbott, it is a problem that is worsening.

Discussion was held.

Chairman Bush requested Tom Terrell, Public Works Director in order to enhance the awareness of cogon grass.

III. FEMA COORDINATOR – Task Order #7

Brenton Sempreviva addressed the Board. This month \$691,726.00 has been received from the state.

They have created a spreadsheet from October 1 – September 30, which will assist with the FEMA side during the audit process.

The Board agreed to list task order #7 on the consent agenda.

IV. PUBLIC WORKS DIRECTOR – Tom Terrell, Public Works Director addressed the Board.

- FEMA Update – The portion of FEMA work that the county staff is working on has been productive and on schedule. The work on 8 pw's has been completed in the last 2 months. There is another that will likely be completed this week and there are 3 more in progress.

- Beaver Contract - There has been ongoing communications with the contract trapper. He is scheduled to work on the week of November 13. An estimated 14 areas have been identified. During this time frame he should be able to get half the work done.

Commissioner Abbott expressed concern about the full issue being completed.

Tom Terrell advised that the work will be completed during additional scheduling.

Commissioner Abbott advised Mr. Terrell that he would like to ensure the contract is meeting his needs.

- Budget Amendment – Tom Terrell referenced Mr. Sheffield's paving request during the previous meeting from which consensus of the Board was received.

The funds have been identified to purchase the asphalt out of 15-16 budget funds through a budget amendment for this year's budget. The request is \$30,000.00 of cash carried forward.

Commissioner Kent addressed the Board in reference to Chance Road

being done as well. The expense for the road is unknown at this time.

Commissioner Abbott provided his support of Chance Road.

Tom Terrell confirmed the support means to ear mark cash carried funds for budget 16-17 to cover Chance Road and that section of Gainer Road.

Chairman Bush advised Tom Terrell not to put tight constraints on himself in the event he sees another road or additional expenses.

County Coordinator Hamilton suggested that if Chance Road is done Miller Road should be done.

If Hutchinson was done that would eliminate the need to have a grader on that side of the county.

Commissioner Kent advised to bring it forward with all the roads that have been mentioned.

Commissioner Abbott addressed the Board, he has received a request about milling Candy Kitchen and Cutchins Mill Roads at a cost share of some of the residents.

He advised that he would bring it back before the Board on the information that the residents have decided.

Tom Terrell advised the Boar. The current budget includes \$100,000.00 for milling. These funds will be separate from this budgeted amount.

Commissioner Kent requested the remaining district funds be carried forward.

Deputy Clerk Brantley advised that balances have been provided to Deputy Clerk Odom.

Chairman Bush called a recess. The meeting was called back to order by Chairman Bush.

- V. COUNTY ENGINEER – County Engineer Cliff Knauer addressed the Board. On November 21, 8:00 a.m., the Department of Transportation will unveil their work program.

FEMA zone 1 projects are progressing with an estimated completion time of 3 weeks.

FEMA contracts A and B are out for bid, which are mainly located in district 5. The pw is \$1,450,000.00. The contract is expected to exceed that. They will be submitted to FEMA in order to write up versions.

A mandatory pre-bid is scheduled for Friday, at 3:00 p.m.

Ledger Road and Deltona Boulevard advertisements are complete and ready to be advertised.

C.W. Roberts provided their testing from the pit on the rock contract. The testing passed.

The production load will be sampled independently.

A preconstruction conference was held this morning with IC Contractors on Live Oak Landing and Hightower. IC Contractors have their materials and are ready to proceed.

Gainer Road HMGP hazard mitigation grant has been funded. A community meeting has been held. There were some residents that are not willing to donate right-of-way, but sell it. There are 2 critical locations where right-of-way is needed in order to fix the project.

Another community meeting will be held October 25, at 4:00 p.m., located at the county annex.

VI. COUNTY ADMINISTRATOR – County Administrator Hank Hamilton addressed the Board.

- LAP Agreement Resolution is for the Hoyt Street sidewalk resolution. Chairman Bush confirmed the resolution as a consent agenda item.

- AFG Grant – Fire fighter grant. If approved the funds would be used for the purchase of five tanker trucks, which would be put at Five Points, Caryville, Orange Hill, Sunny Hills, and Wausau.

The tanker locations were determined by the need expressed from Rick Kerr.

County Administrator Hamilton addressed the Board. The county could potentially be committed to 20% of the \$1,000,000.00 award. However, there is a waiver that is placed with the application if the funds were to be awarded.

If the waiver is not approved there is the choice to deny the grant.

There was no opposition in order to include the application submission on the consent agenda.

- Animal Control Agreement – The current agreement with Holmes County

includes a monthly fee for animal control services. The current contract amendment request would be \$42.00 per call for Washington County staff. The calls are on an as needed basis.

Commissioner Kent requested what a call includes.

County Administrator Hamilton addressed Commissioner Kent. The call is to pick up animals per call, meaning there could be multiple animals picked up per call.

The Washington County staff uses a Holmes County vehicle that is kept in Washington County.

Commissioner Abbott requested the call based amendment be evaluated.

County Administrator Hamilton advised that he would.

County Attorney Goodman advised Chairman Bush, Holmes County has approved the amendment.

There was no opposition to include the amended agreement on the consent agenda.

- Animal Control Shelter Agreement – County Administrator Hamilton addressed the Board. There is no change in the fee for the current contract. He recommended approving the contract for a 3-year term. The cost is \$57,000.00 annually.

Mr. Anderson has expressed his approval.

There was no opposition listing the agreement on the consent agenda.

- Annual Report – County Administrator Hamilton provided the Board an annual report, which is an update reflecting what has been compiled over the course of the last fiscal year.

The Ag Center raised over \$4,000.00 through rental fees, and secured \$300,000.00 in grant funds to be used toward the building or a new one.

The Planning and Building Department generated an estimated \$130,000.00 from over 840 permits.

The EEO awarded the Board over \$15,000.00 to assist with future land use maps.

Code Enforcement had five cases heard by a special magistrate.

Emergency Management had a \$211,000.00 and a continuity agreement was done between Washington County and Holmes and Jackson County.

Fire services handled over \$1,000,000.00 in the SAFER grant. The response times have dropped an estimated 75% with the stations that are staffed with the SAFER staff.

The grants department handled an estimated \$7,000,000.00 in grants with that same amount in addition pending.

Human Resource was available to 88 employees, insurance needs, and risk management claims. There were 18 job vacancies.

The library had 11,000 card holders, 50,000 visitors last year, and 500 community programs.

Public Works had to manage over a \$3,000,000.00 budget, 800 miles of roadways, 100,000 cubic yards of clay sand mix on 500 miles of dirt roads.

Veterans services filed over 3,000 claims on veterans and secured over \$12,000,000.00 in claims to veterans.

Commissioner Abbott expressed concern about the amount of trash

dumped throughout the county and would like to ensure waste management is used to its full potential.

Tom Terrell, Public Works Director addressed the Board. The bush hog drivers will drive their daily routes prior to getting out of their mower looking for trash.

He is seeking a better plan.

Commissioner Abbott brought up the need for weed eating around the culverts.

VII. CLERK – None

VIII. COUNTY ATTORNEY – None

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

Deputy Clerk Brantley

Date Board Approved