

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS**  
**December 13, 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	Tray Hawkins Chairman	Todd Abbott Vice-Chairman	Steve Joyner

I. PROCLAMATION

- A. Call to Order – Chairman Hawkins
- B. Invocation/Pledge – Cody Boyett/Jeff Massey

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

Also attending the meeting are as follows:

Jeff Massey, County Administrator

Jeff Carter, Fuqua, Milton, & Carter P.A., Attorneys at Law

Lora C. Bell, Clerk of Court

Risha Brantley, Deputy Clerk

The board recognized the winners of the Christmas Coloring Contest, which included the following:

Emerson Kiffman, and Makenlyn Kiffman Grace & Glory, Kinleigh Peel and Ayiana Tindol, Kate Smith Elementary, and Bryan Wilson and Kameron Byrd, Vernon Elementary.

II. PUBLIC HEARING –

- A. Future Land Use Map Amendment Transmittal Hearing – Buckhorn Blvd. and County Line Road – Steve Cramer, Planning Department advised the board the hearing is a transmittal hearing for a future land use map

amendment which is considered a large-scale amendment to the comprehensive plan. In August 2017 the Rhythm DRI was rescinded by the board. The requested land use change is agriculture and conservation.

#### B. Gulf Coast Electric Franchise Fee – Chairman Hawkins

Jeff Carter, Fuqua, Milton, & Carter advised that franchise fees are enacted by government bodies to collect revenue to provide essential services to the citizens. Over the past 10 – years revenue has declined based on ad valorem decline, additional homestead, and additional exemptions for seniors.

Due to the decline in revenue the county decided to impose a franchise fee on electric providers. The fees are not mandated by the county to be passed on to the customers although it is understood that is what normally occurs. Two ordinances in regards to franchise fees were recently passed by the board.

Jeff Carter read the title of ordinance 17-12.

Darrin Wall, Washington County Chamber President advised that revenue as well as the amount of citizens in Washington County has declined.

The Washington County Chamber supports the efforts to reinvest the funds for economic development.

Ted Everett, Economic Development suggested that if the county does not implement the franchise fee the county will likely have to raise the

millage to 10.0000, which is the cap.

Sheriff Crews provided a year-end review. Volunteers have become an instrumental part in the community assisting in different areas, including but not limited to assisting with the Meals on Wheels Program through the Council on Aging, which cut the expense of paying individuals for the delivery.

The inmate medical cost has been decreased by implementing a contract with Mr. Kozar, Northwest Florida Hospital. Under the new contract some of the items that were affected include the following:

- The cost of an ultra-sound was \$418.00; under the new contract the cost will be \$58.00
- The cost of an ER visit was right under \$4,000.00; under the new contract the cost will be near \$700.00.
- The cost of an ER visit without the additional test and lab work cost over \$700.00; under the new contract the cost will be under \$200.00
- The cost of chest x-rays was \$262.00; under the new contract the cost will be \$40.00.

The D.A.R.E. program has been brought back through the sheriff's office, which is an expensive program.

The office also has an Explorer Program that is also geared toward the youth.

The drug arrests compared to last year have nearly doubled. The rate of burglary/theft for 2016 included almost 100 burglaries, which has now been lowered to 35.

The Florida state average clearance rate is in the mid 20 percentile. Washington County's clearance rate is in the high 40 to 50--percentile clearance rate.

The inmates booked in 2016 were 1,078 and as of the week prior to this meeting the number for 2017 was 1,256.

The total dispatch cost for 2016 was right at \$26,000.00. As of the week prior to this meeting the cost was right at \$32,500.

The change from being reactive to proactive is an expense.

Jeff Massey, County Administrator advised that the board has paid down debt that was incurred in the past. In order to be competitive the board has to be responsible with county funds while using a plan to do so. The board is challenged as a board to provide services to the citizens. The board has to look toward being proactive to move the county where it needs to be in order to be competitive in the future. The board and the ordinance is allowing for the ability to fund different services in the county.

The county has to be developed economically and the board has a plan.

Cliff Knauer, Dewberry Engineers advised that Washington County has missed numerous opportunities in regards to infrastructure because of the lack of matching funds available to meet grant opportunities.

Attorney Carter advised that the franchise fee relates directly to the upkeep and maintenance as well as other expense items related to maintaining the right-of-way where the utilities are located.

- Dorothy Place, 3275 Sears Road, Chipley addressed the board in reference to the poor road conditions suggesting that the county is poor and things cannot be done without revenue.
- James Gohens, 2347 Ferguson Road, Chipley requested the anticipated revenue and the plan for the franchise fee. He does not support the funds being used for daily operations but does support the funds being used for capital improvement/infrastructure.
- Francis Hinson, Gulf Coast Electric Cooperative representative addressed the board for clarification purposes. Gulf Coast Electric Cooperative is not against the county commissioners. Gulf Coast Electric Cooperative would like the members to be informed on the tax. The tax is a pass through.

In response to Mr. Carter's statement that the county maintains right-of-way where the utilities are provided; Gulf Coast spends in excess of 1,000,000.00 cutting right-of-way.

In regards to the letter that was sent out by Mr. Massey suggesting that Gulf Coast Electric Cooperative erroneously informed members that this was a requirement.

The members were told by Gulf Coast Electric Cooperative that it would be a pass through.

Only the Washington County members will pay the fee out of five counties.

Gulf Coast Electric Cooperative, along with West Florida Electric is a non-profit organization who would like the county commissioners to be straightforward about understanding that the franchise fee is a pass through.

This is the reason that the letter was sent out. The letter that the county sent out was an incorrect rebuttal.

Speaking as a taxpayer he does not have an issue paying the franchise fee.

Frances Hinson requested that the board be transparent.

- Wallace Nelson, 791 Corbin Road, Chipley addressed the board suggesting that the franchise fee would be passed on to the customers; He does not agree with the implementation of the franchise fee.
- Charley Locke, 1229 Locke Lane, Chipley suggested the board should inform the public by communication through mail or phone. The communication with the board and citizens needs to improve.
- Ty Peel addressed the board on behalf of West Florida Electric. West Florida Electric does not keep any of the funds collected and the funds are not used to cut the right-of-way for West Florida Electric.

The franchise fee will be a pass through. The board should be transparent.

Chairman Hawkins closed the public hearing at 10:00 a.m.

Chairman Hawkins called a recess at 10:00 a.m. The meeting was called back to order at 10:18 a.m.

III. ADOPT THE AGENDA – **Commissioner Abbott offered a motion, seconded by Commissioner Bush and carried to adopt the agenda.**

IV. ADOPT PREVIOUS MINUTES –

September 20, 2017 Board Meeting

November 8, 2017 Board Meeting

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and carried to adopt the minutes for 9/20 and 11/8.**

V. 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.

- Benita Crittendon, 5108 Longlake Ridge Road, commended the sheriff’s office for their work.

The Sunny Hills Library has enrolled 350 new members in the last 3-months since increasing their hours.

She suggested it is the citizen’s responsibility to be aware and involved

in the local government.

Commissioner Abbott advised that when he was elected into office the debt was over 10,000,000.00 and the debt has since been decreased to near 3,000,000.00. There is a plan to pay the 3,000,000.00 back in two years. The debt was paid without raising taxes. In 2010, they cut 1,800,000.00. The revenue has decreased every year since he has been in office but they are doing more with less.

Wallace Nelson addressed the board. In the past, commissioners held meetings later in the evening/night. If such progress has been made paying off the debt, why is the board trying to implement the franchise fee. Is there a cutoff with the franchise fee?

Commissioner Bush commented. He voted on this reluctantly due to lack of confidence in future boards. The goal is to reduce ad valorem, which is a benefit. Everything the board imposes affects him directly.

He expressed the hope that future boards will respect that and utilizes the revenue not to supplement that but to offset.

He was unaware that only 20% of the electric company's cost was operating cost.

West Florida Electric Cooperative has passed theirs through and Gulf Power passed some of theirs through, while absorbing a portion.

The sheriff's department increased 5.74% and the supervisor of elections increased significantly.



The money has to come from somewhere and there are limits to where it can come from.

## VI. AGENDA ITEMS

- Gulf Coast Electric Franchise Fee Ordinance – Chairman Hawkins passed the gavel to co-chair, Commissioner Abbott.

**Commissioner Hawkins offered a motion, seconded by Commissioner Bush and unanimously carried to pass the Gulf Coast Electric Franchise ordinance following suit with West Florida Electric and Gulf Power.**

- Insurance Refund – John Pat Thomas, Pat Thomas Insurance Agency, which is the agency for the county's property and casualty insurance presented the board with a return of premiums check for \$12,204.00, which represents monies where the property trust was profitable.

He commended the human resource department.

- Insurance Consortium – Robin Riley, Brown and Brown Insurance addressed the board in reference to information regarding the insurance consortium.

The goal is to look at the high cost employees have for paying the premiums for their dependents. The strategy is to look at health insurance financing.

The annual average medical ratio loss for 2015-2016 is 51.25%. For the period of 2016-2017 the ending ratio is 61.2% ratio. For the year 2016-2017 the premium cost is \$1,422,661.00. The amount paid out for medical and pharmacy is \$855,336.00, which leaves funds of \$567,325.00.

The board is on the premium trust program which has previously allowed Florida Blue to provide the board a refund of over \$100,000.00. This year's estimated refund is estimated at the same amount.

In pooling/a consortium the county is not looked at to share 50% of money with another insurance agency. The county would receive all of funds due to them for good claims, which could be used to offset the expensive cost for the employees insuring their families.

Brown and Brown have created a consortium for public entities in Florida. It is on a self-funded platform. The entities are pooled together to purchase insurance at a lower cost than what would be available to purchase as a standalone. In a consortium each entities claims are theirs. The county would be paying only for their claims. The plan design would be duplicated to what the county currently has unless the county decides to change.

At the end of the year what is left will not be shared with another insurance company, but would come back 100% to the county.

The task at hand will include looking at the network utilized, which is United Healthcare, analyze prescriptions, and wellness. A survey will be

provided to the employees.

A follow-up will be provided at the January workshop.

- CR 273 Sidewalk Change Order – Jake Mathis, Melvin Engineering addressed the board in reference to a change order for \$7,100.00 for additional square yards of sod, two valve boxes that were in addition to the contract, and an estimated 24 yards of 6-inch sidewalk concrete. This is in addition to the contract to finish the project. Along with this change order includes pay request 4 and 5, which is the final the final completion documents.

He requested approval of the change order and the pay request 4 and 5.

The Department of Transportation has approved to reimburse the cost.

Commissioner Bush advised that the change order includes the amount of \$5,400.00, which is change order 2. He clarified that there was an increase of \$13,213.00 in a previous change order.

Chairman Hawkins advised that change order 2 includes 333.34 square yards at \$4.05, which totals \$5,400.00, 2 valve boxes at \$250.00, totaling \$500.00, and 24.24 square yards of 6-inch concrete at \$49.50, totaling \$1,200.00.

**Commissioner Kent offered a motion, seconded by Commissioner Bush and unanimously carried to approve change order 2 on project 438135-2-58-01.**

- Road Detour – Douglas Ferry and SR 79 – Commissioner Hawkins advised the board the contractors plan to shut down the road at the inter-section of Douglas Ferry and SR 79 where Douglas Ferry pulls off going to the east for approximately 2 weeks during mid-January.

They made a commitment to maintain Davidson Road. They are going to add milled asphalt on the first section to take care of any cumbersome to the project.

Commissioner Bush requested that Danny Jackson make a note in the event the detour road is damaged by the Department of Transportation in which they would be liable.

Commissioner Abbott advised that he would like to ensure that emergency operations are notified of the closure.

- Emergency Medical Service Grant – Randy Truette, EMS Director requested board approval of a resolution for a grant. He advised that he would like to pursue \$5,414.00 in order to purchase high visibility rain suits and airway equipment for the ambulances.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously carried to approve the emergency medical services grant.**

- Voting Precinct Reduction – Carol Rudd, Supervisor of Elections addressed the board in reference to information she provided them on the figures to reduce the four precincts and to be able to move forward with purchasing the new equipment. The difference in those two would be

\$66,000.00 over a 5-year period.

Chairman Hawkins confirmed that it is included in the budget.

Carol Rudd advised that is correct.

Carol Rudd advised the four precincts include the following:

- Courts of Praise Church – precinct 10
- Shepherds Gate Church – precinct 17
- Recycling Center – precinct 18
- Country Oaks Church – precinct 19

The voters will be absorbed into precincts nearest them as much as possible.

The district lines need to be redrawn, which can be looked at next year.

Commissioner Joyner asked where Courts of Praise voters will be relocated.

Carol Rudd advised that it depends. They will likely divide that in two different areas, possibly including the Ag center in Chipley, Vernon, or Wausau.

Carol Rudd advised the board they are seeking a grant for 1,600,000.00 that is before session that will filter down to about \$24,000.00 to each county if it passes in order to offset some of the expense for cyber security.

**Commissioner Joyner offered a motion, seconded by Commissioner Hawkins and carried 4 to 1 with Commissioner Bush opposing to consolidate precincts 10, Courts of Praise, 17, Shepherds Gate Church, 18, Recycling Center, and 19, Country Oaks Church per the recommendation of Carol Rudd, Supervisor of Elections.**

- Voting Machine Lease Agreement – Carol Rudd, Supervisor of Elections addressed the board. The lease will include 21 tabulators, and 18 handicap accessible units.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the lease agreement with Election Systems & Software.**

Chairman Hawkins called a recess at 11:05 a.m.

Chairman Hawkins called the meeting back to order.

- Release of Lien #2015-022 – Cheryl Pingitore, Code Enforcement requested a release of code enforcement lien, case #2015-022 per Florida Statutes 162.09, sub-section 3. The address is 1051 Hwy. 90, parcel 00-1022-000.

The case has been in progress since November 2015, which resulted in a special magistrate order for non-compliance on September 30, 2016. The fines began on October 31, 2016 based on non-compliance and resulted in the lien being filed on the property.

A new owner acquired the property September 2017 and resolved the violations within 12 days of the purchase.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to release the lien.**

- TDC Board Reappointments – Heather Lopez, TDC Director requested approval of the reappointment of Dana Phillips, seat 8 and David Rich, seat 5 for four-year terms that will end September 30, 2021.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the reappointments of Dana Phillips and David Rich to the TDC Board.**

Heather Lopez requested approval of Tommy Sasser, City of Chipley liaison, seat 2.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously carried to approve the appointment of Tommy Sasser to seat 2 on the TDC Board.**

- SCRAP Bonnet Pond Resolution – Agreement No. 442432(002) - Karen Shaw/Special Projects Coordinator, Grants requested approval of the resolution authorizing the clerk and chairman to sign the contracts.

**Commissioner Bush offered a motion, seconded by Commissioner Kent and unanimously carried to approve the resolution authorizing the clerk and chairman to sign the contracts in regard to Bonnet Pond.**

- SCRAP Cope Road Resolution – Agreement No. 440864-1-54-01 – Karen Shaw, Grants/Special Project Coordinator addressed the board in reference to a resolution for the design of Cope Road, totaling \$136,685.00.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the resolution authorizing the clerk and chairman to sign the contracts in regard to Cope Road.**

- SCRAP Obie Street Resolution – Agreement No. 438296-1-54-01 – Karen Shaw, Grants/Special Project Coordinator addressed the board in reference to a resolution authorizing the clerk and chairman to sign the contracts in regard to Obie Street.

**Commissioner Bush offered a motion, seconded by Commissioner Kent and unanimously carried to approve the resolution authorizing the clerk and chairman to sign the contacts in regard to Obie Street.**

- Firehouse Sub Grant – Karen Shaw, Grants/Special Project Coordinator advised the board that the Vernon Volunteer Fire Department has requested her assistance in applying for a firehouse sub grant to be used to purchase jaws of life.

**Commissioner Kent offered a motion, seconded by Commissioner Abbott and unanimously carried to apply for the Firehouse sub grant for the jaws of life for the City of Vernon.**



- Subdivision Review Application – Emerald Lane – Steve Cramer, Planner addressed the board in reference to a request to divide one parcel of land on 7.9 acres of land. The lots would have direct access to a private road. They dedicated 15’ of right-of-way to square off the right-of-way for the road.

The neighbors have no objection. The planning commission and staff recommend approval.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously carried to approve the subdivision review application.**

- Future Land Use Map Amendment – Buckhorn and County Line Road – Steve Cramer, Planner addressed the board. The public hearing was held earlier to re-designate the Rhythm DRI property from a planned development unit back to agriculture and conservation.

The staff, planning commission, and neighbors have provided support.

Steve Cramer requested approval to transmit the future land use amendment to the State of Florida for their review.

**Commissioner Bush offered a motion, seconded by Commissioner Kent and unanimously carried to approve the transmission of the future land use map amendment.** (Parcel 0000000-00-4159-0000)

County Engineer Knauer suggested the board keep on their radar with

the land use change Buckhorn Blvd. is now funded through the Department of Transportation for design in about 2-years. As part of their development order that was previously approved by the board they were going to dedicate right-of-way for the last segment of Buckhorn Boulevard that ties in to county line road, which is an important section to completing the project, otherwise the project will have to stop at their property line.

The commitments made during the development order need to be in effect when that section of Buckhorn is designed.

Steve Cramer advised the board that a comp plan amendment cannot be conditioned.

The development order was rescinded, which means it is no longer valid. There is no requirement for them to dedicate right-of-way as part of the land use change.

Commissioner Bush requested Mr. Cramer contact them to see if they would make that right-of-way donation to the county.

Steve Cramer agreed advising the board that the property is under different ownership.

Commissioner Bush suggested to not rely solely on a letter of a commitment but to proceed with an easement.

Attorney Fuqua, Fuqua, Milton, & Carter suggested the board table the transmittal.

**Commissioner Bush offered a motion, seconded by Commissioner Abbott and unanimously carried to table the transmittal until the January meeting.**

VII. FEMA COORDINATOR

- Update – Kevan Parker, Wheeler Emergency advised the board that all the request for reimbursements to the state have been submitted, which are in the review process. Weekly teleconferences are being held in order to keep abreast. The closeout process was started last month. Included in the closeout are the cancelled checks for Wheeler, which is when the reimbursement for Wheeler expenses is received. There should not be any issues with completing the process in December. A task order for January will not be requested; the hours will be absorbed.

County Administrator Massey advised the board that expenses will be expected in December. Year to date there is about 1,800,000,000.00 for reimbursement paid.

- VIII. COUNTY ENGINEER – Cliff Knauer updated the board. The cost estimate previously requested by the board from Nearing Hills out to highway 77, is \$205,000.00 in asphalt cost, and other cost will total the project \$370,000.00.

Commissioner Abbott addressed the traffic congestion at Roulhac and Chipley High School asking if the roads could be widened.

County Engineer Knauer agreed that the traffic circulation is horrible offering to meet with the school board to offer options.

Attorney Fuqua, Fuqua, Milton, & Carter advised the school board has scheduled a facilities workshop on December 18 at 3:00 p.m.

Commissioner Kent advised that he would attend the meeting along with County Engineer Knauer.

The cost estimate on Orange Hill Highway with the county hauling the fill would be \$320,000.00 or \$420,000.00 if contracted out in the current condition.

Johnny Evans, Public Works Supervisor advised the board that should not be an issue.

Commissioner Joyner suggested the county do all of the work other than paving.

County Engineer Knauer advised the cost for a contractor to pave and stripe would be estimated at \$150,000.00.

A design would need to be done as well as permits will need to be obtained.

**Commissioner Abbott offered a motion, seconded by Commissioner Bush and unanimously carried for County Engineer Knauer to design the Orange Hill Highway project.**

Johnny Evans expressed concern about Hero Pit getting low.

County Engineer Knauer advised that he would look out for grants that the

board previously has not been able to apply.

Commissioner Abbott requested an update on the completion of Kirkland Road.

County Engineer Knauer provided a guess of within the next 30-days. By contract date the contractors have until the end of February.

Commissioner Abbott requested an update on Kent Road.

County Engineer Knauer advised the survey has been completed by Southeastern Surveyors and the alignment is being worked on. A preliminary alignment should be available at the next board meeting, and with completion of that community meetings can be scheduled.

IX. PUBLIC WORKS SUPERVISOR – Johnny Evans advised the board the rm300 mixer has been delivered to public works. The mixer will be used to grind up asphalt and reclaim roads. A 5-year lease was signed.

Commissioner Abbott expressed interest in a training session.

County Administrator Massey requested someone come back after the machine has been used to answer any questions that may have come up.

The board agreed to use the machine on Bahoma Road off of Campbellton Highway, tentatively set up for Monday.

Johnny Evans advised the board that mulching heads are around \$25,000.00 and the flail heads are around \$9,000.00. The blades to replace the mulching head cost is around \$30.00 a piece, with approximately 20

blades. The flail head is \$3.00 each. The brand is bobcat.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve of public works spending funds out of their equipment budget of \$91,250.00 on an E85 bobcat.**

Commissioner Joyner asked if the pits are close to being depleted.

Johnny Evans advised that is correct. Roche Pit mostly has sand, and Beveritt Pit has to have sand hauled to it.

Danny Jackson advised that St. Mary's Pit has some in it but it is getting low.

Johnny Evans advised that a lot of the spoiled dirt is being hauled to Gilbert Pit, which cannot be used anywhere else.

Commissioner Abbott addressed the board in reference to a piece of property that the board previously discussed.

Commissioner Kent advised that the property has a testing well on it; the man that owns the property next door.

County Engineer Knauer advised that is to the west of the existing landfill, which would be great for the county to own.

The annual well monitoring cost is around \$25,000.00. There is also the maintenance cost for mowing the flume during the year as well as repairs.

Johnny Evans advised that the flume runs constantly.

County Administrator Massey asked if the property had exceeded the 30-year post closure.

County Engineer Knauer advised, no but it is close. The remediation system is required to operate 24/7 for eternity.

There are 8-wells there now, with some of them being there to address iron flowing to adjacent properties and to address iron discharging to surface waters. There is a stream adjacent to it.

Commissioner Abbott requested County Administrator Massey bring before the board at the January meeting information on the property, including price and acreage.

County Engineer Knauer advised in order to obtain an accurate idea of what that is would require borings on the property.

Commissioner Abbott requested County Administrator Massey bring the specific expense cost before the board at the next meeting.

County Engineer Knauer suggested a meeting with the Department of Environmental Protection in order to get specifics to determine what needs to be done.

Johnny Evans advised the board that in the past there were 3-acres available for purchase near Hero Pit.

X. COUNTY ADMINISTRATOR – County Administrator Massey addressed the board in reference to the following items.

- Big Bend – The current tenants have requested to purchase the building.

County Administrator Massey asked the board if they would be acceptable to the composition of an agreement to convey the property to the tenants through a sale.

The county would walk away with \$100,000.00.

Commissioner Abbott does not support the suggested purchase price, suggesting that the building is over \$300,000.00.

Commissioner Hawkins expressed his support of composing an agreement to be brought before the board. He does not want to lose the entity, he would like to see some of the property that the county owns back on the tax roll, and supports the creation of new jobs.

Commissioner Joyner addressed the board, he would like to see the growth aspect of it.

Commissioner Kent addressed the board, in order to forfeit some of the value it would have to offset creating some jobs. There is \$250,000.00 plus to rehab the building.

Commissioner Bush suggested to go back and negotiate with them.

- Proposed Handbook Changes – County Administrator Massey requested the board vote to allow the established practices and procedures, which



have been used for at least the past 4-years for compensating employees for holidays remain intact until they can get to the workshop in January.

There are some proposed changes that would require discussion.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to continue to use the practices that have been adopted in Washington County over the last 4-years, until changes are made to the employee handbook/personnel policy.**

- Liaison Changes – County Administrator Massey addressed the board in reference to updating the liaison list. The list contains the previous administrator’s name on some boards in which his name can be updated to reflect the change.

Commissioner Kent advised Chairman Hawkins that his name should be updated on the constitutional officers.

**Commissioner Abbott offered a motion, seconded by Commissioner Joyner and unanimously carried to update the liaison list, listing Commissioner Hawkins on the Constitutional Officers and updating the county administrator’s name throughout the list.**

- 2018 Workshop and Board Meeting Schedule – County Administrator Massey – **Commissioner Abbott offered a motion, seconded by Commissioner Bush and unanimously carried to adopt the meeting schedule for 2018.**
- 2018 Holiday Schedule – County Administrator Massey advised the board

the holiday schedule has been provided.

XI. CLERK – Clerk Bell requested approval of the vouchers for November, totaling \$2,386,144.46.

**Commissioner Abbott offered a motion, seconded by Commissioner Kent and unanimously carried to approve the vouchers for November 2017.**

Clerk Bell opened an invitation to view the decorations at the courthouse.

XII. COUNTY ATTORNEY – Attorney Carter, Fuqua, Milton, & Carter, PA

- Update on Opioid Epidemic –

Larry Perry, Perry & Young addressed the board in reference to prescription opioids epidemic requesting that the board retain their law firm in regards to opioid epidemic litigation. They work on a contingency fee, which means there is no cost to Washington County and its residents. If they collect, then Washington County pays a percentage, and if not they bear 100% of the losses and the cost affiliated with that.

Cliff Higby, Bryant & Higby addressed the board in reference to the opioid epidemic. Washington County is the number one prescription opioid county per capita in the State of Florida, and Bay County is number two.

Mr. Higby offered the board their assistance.

Peter Mougey addressed the board in reference to the opioid epidemic.

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

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Deputy Clerk Brantley

Date Board Approved