

WORKSHOP

JULY 13, 1998

The Board of County Commissioners, Walton County, Florida, held a regular workshop on Monday, July 13, 1998, at 8:30 a.m., in the meeting room of the South Walton Tourist Development Council Building.

The following Board members were present: Chairman William A. Young, Vice-Chairman Van Ness Butler, Jr., Commissioner Joel Paul, Jr., Commissioner Randall Infinger and Commissioner Gordon Porter. Ronnie E. Bell, Administrative Supervisor, was also present.

Chairman Young called the meeting to order followed by pledging allegiance to the American Flag and prayer.

Mr. Don Cutchins, First Coast Auction, appeared before the Board to inform them that the next auction will be conducted on October 15, 1998, in Tallahassee. Mr. Cutchins stated that he will be submitting a letter to Mr. Bell stating that First Coast Auction will be reducing the commission fee from 5% to 3% for Walton County. Mr. Cutchins requested to be notified by the first part of September as to Walton County's intentions of participating.

Mrs. Lynda Robinson, Human Resource Officer, stated that the Personnel Committee recommended hiring Mr. Donald Meyers and Mr. John Brazie for the Courthouse Maintenance Department with a beginning salary of \$7.30 per hour because of prior experience. Mr. Michael Hurst also applied for the position in the Maintenance Department and the committee recommended hiring Mr. Hurst as a Janitor if he will accept the position and utilize him in maintenance as needed.

The Board accepted the recommendation of the Personnel Committee to hire Mr. Meyers and Mr. Brazie in Maintenance with a beginning salary of \$7.30 per hour, and hire Mr. Hurst upon acceptance of the position as Janitor. This item will be placed on the consent agenda.

Mrs. Robinson stated that two District 5 employees are currently at \$8.49 and raising them to the next pay grade will raise them one cent per hour, two employees will receive a five cent raise, therefore, Mrs. Robinson requested direction from the Board regarding their increases. Commissioner Butler stated that he will contact Mrs. Robinson later today to advise her whether to raise them one cent or raise them to the next pay grade giving them 41 cent per hour raise.

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The Board agreed to establish a permanent position for a Paint Stripper and placed this item on the consent agenda.

Captain Pagels, Emergency Management Director, presented an invoice to the Commissioners from SMOOTH FM in the amount of \$2,100 for the tower lease from April through September, 1998 and requested payment. Captain Pagels also stated that the Sheriff's Department paid the last invoice for the same amount and requested reimbursement.

The Board agreed to pay the current invoice in the amount of \$2,100 and reimburse the Sheriff's Department \$2,100. This item will be placed on the consent agenda.

Captain Pagels informed the Commissioners that Walton County was placed under the "Individual Assistance Program" along with the State being placed under the Federal Declaration due to the drought and fires. Captain Pagels stated that any individuals needing assistance due to loss of crops or cattle need to contact his office to apply for assistance.

Captain Pagels stated that the State Division of Communications reviewed the fire radio system at the Emergency Operations Center and will be conducting a complete survey and requests an informal commitment from the Board stating that they will be investing in an upgrade or new system at some point. Captain Pagels will be preparing a letter to the Commissioners regarding the survey.

Mr. Bobby Ammons appeared before the Commissioners and advised them of a drainage problem on Sandspur Road, District 2. Mr. Ammons stated that a box culvert could be constructed or bridge slabs could be used to correct the problem. Fairchild of Florida has quoted a price of \$2,200 each for the bridge slabs and the project would require two slabs.

The Board authorized Mr. Ammons to review the situation and make the necessary repairs not to exceed \$6,000. This item will be placed on the consent agenda.

Mr. Nelson Miner, County Engineer, requested approval to rent a vibratory extractor to remove the pilings at the Sandy Creek Bridge. The equipment is needed for a maximum of two months at \$5,000 per month. The Board agreed and placed this item on the consent agenda.

Mr. Miner advised the Commissioners of a paperwork problem being created by the Sandy Creek Bridge repairs and requested that a separate account be established to reduce to amount of paperwork flow. The Board

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approved for Mr. Miner to work with Mrs. Ingle, Budget Officer, to establish an account for the Sandy Creek Bridge. This item will be placed on the consent agenda.

Mr. Brad Hoard, Employee Benefits Consultants Inc., Tallahassee, Florida, presented a life insurance plan to the Commissioners and requested permission to meet with County employees to show the plan and also requested a payroll deduction slot. Mr. Hoard stated that the Wrapplan allows the employee to continue insurance coverage after termination from County employment. Mr. Hoard stated that a 30% participation rate is required, the employee pays the premiums, and there is no cost to the County. The Board approved for Mr. Brad Hoard to meet with the Board employees and granted a payroll deduction slot. This item will be placed on the consent agenda.

Mr. Bell advised the Commissioners that they may wish to review the current insurance policies that the County is allowing for employee payroll deductions because the time involved in submitting paperwork is as lengthy as those insurance statements that have numerous employees on the policies.

Mr. Matt Douglass, EMS Director, appeared before the Board and requested to hire Thomas Russell as a part-time Paramedic, Judy Ellison and Barbara Rodriguez as part-time EMT's for the Ambulance Service. The Board agreed and placed this item on the consent agenda.

Mr. Douglass advised the Commissioners that the Ambulance Service is in need of a new copy machine because of the age of the current machine being used and the lack of replacement parts. Mr. Douglass presented a quote from Advanced Copy of N.W. Florida in the amount of \$3,100 for a Savin 9920 DP copier. Mr. Douglass also requested to make an intradepartmental budget transfer to cover the cost of the purchase. The Board agreed to waive the bid procedure and allow the Ambulance Service to purchase the copier from Advanced Copy of N.W. Florida in the amount of \$3,100 and approve the intradepartmental transfer. This item will be placed on the consent agenda.

Mr. Douglass advised the Commissioners that he received notice that Walton County EMS has been awarded \$36,342 in matching grant funds. Mr. Douglass stated that the grant is a 75/25 matching grant that will provide funds to purchase 12 defibrillators. Mr. Douglass stated that he previously allocated the 25% matching portion within the EMS budget.

Mr. Douglass informed the Commissioners that, as part of the North West Florida, District 1, Disaster Medical Assistance Team, Jeff McCann, EMS

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employee, was deployed to Flagler County, July 3 through July 8, to provide medical assistance due to the fire situation.

The Board approved travel for Matt Douglass and one other EMS employee to attend the Expanded Scope Training Seminar in Tallahassee on July 20, 1998. This item will be placed on the consent agenda.

The Board approved for Mr. Douglass to distribute safety information to the public via the media. This item will be placed on the consent agenda.

Ms. Jackie Malone appeared before the Commissioners and presented the following recommendations from the SHIP Board:

1. West Florida Regional Planning Council (WFRPC) will request addition of Walton County as additional insured to insurance coverage on properties with mortgages.
2. A Walton County inspector will be present at the time the WFRPC inspector does the initial write-up on what is needed to bring the dwelling to code.
3. Once the WFRPC inspector completes the write-up specs, the County Inspector will review and comment before beginning the bid process.
4. County Inspectors will, along with the WFRPC Inspector, inspect at rough-in and final.
5. WFRPC staff will notify the County Inspector of any complaints during construction and after construction is completed.

The Board adopted the five recommendations of the SHIP Board and placed this item on the consent agenda.

Ms. Malone also spoke regarding the property owned by Mr. Ollie Joe Manning and stated that the SHIP Board "does not recommend forgiveness of any mortgage as an untenable precedent would thus be set". Ms. Malone stated that the house will be sold through foreclosure and hopes to receive some relief of the debt from the sale.

Vice-Chairman Butler questioned the personnel policies regarding the requirements for a County employee to resign from their position in order to run for a County office. Commissioner Paul reminded the Board that Robert's Rules of Order needs to be followed when discussing this issue so that only the prevailing party of the previous vote can bring this issue up for discussion again. The Commissioners agreed to discuss this further during tomorrow's regular scheduled meeting.

The Board approved for Mr. Rick Bailey, District 5 Field Assistant, to perform SHIP inspections on an interim basis. This item will be placed on the consent agenda.

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The Board approved to surplus two typewriters from the Tax Collector's Office and transfer one to the Property Appraiser's Office and one to the County Administrator's Office. This item will be placed on the consent agenda.

The Board approved to transfer a Jeep, BCC 1574, from the Landfill to the Planning Department. This item will be placed on the consent agenda.

The Board approved to reimburse Mr. Terry Schrader in the amount of \$216 for an unused Mechanical Permit. This item will be placed on the consent agenda.

Mrs. Shirl Williams, Assistant Administrative Supervisor, informed the Commissioners of the requested amendment to Ordinance 81-1 regarding alcoholic beverages and stated that she received a letter of opposition from the Pleasant Ridge Baptist Church and expects a large turnout.

Mrs. Williams also reminded the Commissioners of a public hearing scheduled on the agenda regarding a scrivener's error for David Kramer and the recommendation from the Planning Commission regarding density.

Ms. Pam Stone and Mr. Albert Milton, GRIT, appeared before the Commissioners and presented information relating to loss ratio for Walton County. Mr. Milton stated that during the first full year of coverage, Walton County experienced a 286% loss ratio and is currently at 24%, greatly reducing the premiums. Mr. Milton stated that the estimated cost of renewal for the period beginning October 1, 1998 is \$322,000 however, GRIT would like to offer a premium renewal of \$275,000 for early renewal.

The Board approved the one year renewal of the Worker's Compensation contract with GRIT in the amount of \$275,000 effective October 1, 1998. This item will be placed on the consent agenda.

Mr. Jerry Fountain, Purchasing Agent, informed the Commissioners of a discrepancy in bid #98-117 for tires. Mr. Fountain stated that the bid was awarded to the low bidder, Howell Tire Company, Pensacola, however the price submitted was only for two tires and should have been quoted for four tires. Mr. Fountain advised that after adding the two additional tires to the price, Howell Tire Company remained the low bidder.

The Board approve the corrected amount of \$6,534.72 for the purchase of tires from Howell Tire Company and placed this item on the consent agenda.

Mr. Fountain requested to place grader blades on the exemption list for purchases over \$500 due to the number of blades required. Mr. Fountain also

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stated that a discount can be taken when ordering more than \$500. Discussion followed regarding the life of the heat treated blades that District 1 uses. The Commissioners requested a cost analysis be conducted between the various blades.

The Board waived the bid procedure to allow Gum Creek Farms to prepare the turnout at The Outpost, CR 3280, District 1, in the amount of \$9,167.62. This item will be placed on the consent agenda.

The Board waived the bid procedure to allow Gum Creek Farms to pave the final 300' on Open Gulf Street, District 5, in the amount of \$1,500 and allow District 5 to prepare the base in the amount of \$4,500. This item will be placed on the consent agenda.

Discussion was held regarding contractors submitting quotes for miner paving projects and allowing Mr. Miner and Mr. Hudson to approve the work to be done. The Board agreed to accept quotes from any contractor for consideration.

Mr. Fountain stated that the Library has requested assistance in ordering computer equipment which must be ordered by July 31, 1998 in order to use grant funds.

The Board agreed to waive the bid procedure and accept the low quote to purchase computer equipment with library grant funds costing approximately \$7,000. This item will be placed on the consent agenda.

The Board approved the purchase of lime in the amount of \$14,244.75 for District 2. This item will be placed on the consent agenda. The lime will be used for Nance Road, Perdue Road, Richmond Road, Sandspur Road

The Board approved the purchase of bridge slabs and rails from Fairchild of Florida, Monticello, Florida in the amount of \$164,290.50 and the purchase of pilings and barrier pads from Gates Concrete, Jacksonville, Florida, in the amount of \$38,415 for bid #98-119. This item will be placed on the consent agenda.

Ms. Sue Ellen Colin, Private Industry Council, appeared before the Commissioners and presented a simplified contract for the On The Job Training Program (OJT). The contract allows the County to hire and train for a period of 12 weeks and receive reimbursement for 50% of the wages paid to the employee during the training period.

Commissioner Paul stated that he would like to rehire Robert O'Pry as an OJT employee. The Board approved to rehire Robert O'Pry, District 1, and

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placed this item on the consent agenda.

Ms. Colin extended an invitation to each Commissioner to attend the Private Industry Council's Summer Showcase at the Sandestin Ballroom on Thursday, July 16

Mr. Malcolm Patterson, Executive Director of the South Walton Tourist Development Council, appeared before the Commissioners and requested authorization for Chairman Young to sign the 25 year lease agreement between Walton County and the Bureau of Land Management, Jackson, Mississippi, for Dune Allen and Walton Dunes. The Board approved and placed this item on the consent agenda.

Mr. Patterson presented three quotes for the preparation of a production guide. Mr. Patterson stated that the guide is necessary for location filming. One quote presented was for \$950 in addition to a \$20 per hour charge until the guide is complete. The other quotes consisted of a flat rate charge of \$1,600 and \$3,500.

The Board approved payment to Visible Inc., Destin, Florida, in the amount of \$1,600 for the creation of a production guide as recommended by Mr. Patterson. This item will be placed on the consent agenda.

The Board approve to utilize Southeastern Aquatic Services Inc., DeFuniak Springs, in the amount of \$269 for the first month, and \$138 per month to maintain the pond under the TDC Building. This item will be placed on the consent agenda.

The Board approved the purchase of 250 TDC logo's from Speciality Advertising, Ft. Walton Beach, Florida, in the amount of \$597.50. This item will be placed on the consent agenda.

The Board approved payment to Okaloosa Walton Community College in the amount of \$1,681.52 for the three county seminar, which reflects \$181.52 above the previously approved \$1,500. This item will be placed on the consent agenda.

Discussion was held regarding establishing a policy relating to the demolition of homes from the river buy out program. The State policy specifies that the homes be destroyed if the County can not use them. Discussion was held regarding utilizing the houses for County office space. The Commissioners agreed to inspect the structures before giving any items away.

The Board approved the cooperative agreement with the U.S. Department

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of Agriculture Natural Resources Conservation Service for two emergency watershed protection projects in District 2. This item will be placed on the consent agenda.

The Commissioners reviewed a proposed ordinance presented by the Sheriff's Department regarding All Terrain Vehicles (ATV's). The Commissioners requested for Attorney Miller to review the ordinance.

The Board approved a request from the Panama City Flyers to utilize the "Knox Hill Loop" on September 12, 1998, for a bicycle race. This item will be placed on the consent agenda.

Mr. Bell presented a letter from the City of Freeport requesting assistance in maintaining April Court and Caswell Branch Road in Freeport. Vice-Chairman Butler stated that he will discuss the request with his road foreman.

The Board authorized Chairman Young to submit a letter to the Taxpayer's Association on behalf of the Commissioners declining an invitation to appear at their meeting as a Board, however, individual Commissioners may attend. This item will be placed on the consent agenda.

Mr. Kevin Dell, Chief of the Glendale Volunteer Fire Department, submitted a letter requesting a loan from the Board to assist in purchasing a new firetruck and allow payment to be made back to the Board in the amount of \$15,000 a year. Discussion was held regarding the request and the Commissioners requested Mr. Bell contact Mr. Dell for more information.

The Board approved the satisfaction of final judgement between Valley Springs, Community Hospital and Roger B. Miller, in the amount of \$86.13. This item will be placed on the consent agenda.

Mr. Bell presented a letter from the Regional Director Bureau of the Census regarding a local Complete Count Committee for the 2000 census. The Board approved to request the Redistricting committee review the information and report back to the Board. This item will be placed on the consent agenda.

Mr. Bell stated that Reverend Wayne White has requested additional items from one of the river buy out houses. Mr. Bell will notify Mr. White that the Board has decided to inspect the houses before giving anything else away.

Discussion was held regarding the employee evaluations and implementing the step increases. The Commissioners agreed to wait until October 1999

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before giving pay increases based on outstanding performance evaluations.

Mr. Bell presented a letter from the City of DeFuniak Springs requesting assistance with installing a sidewalk on Bruce Avenue, District 2 and 3. Mr. Bell will request Mr. Miner review the right-of-way issue involved.

Mr. Bell stated that Mr. Hilton Galloway, Auditor, has completed his report regarding the Small Counties one-cent Surtax and requested approval to pay the City of DeFuniak \$231,629.51, Freeport-\$45,180.48, and Paxton-\$26,249.22 for their portion as stated in the interlocal agreement. Mr. Bell stated that the balance left in the solid waste escrow account is approximately \$3.2 million. Discussion was held regarding the use of the funds in escrow.

The Commissioners approved to submit payment to the City of DeFuniak Springs, Paxton, and Freeport as stated. This item will be placed on the consent agenda.

Vice-Chairman Butler stated that he received a letter from Rivard Realty regarding the poor service from Environmental Waste. Mr. Bell and Mr. Butler will meet with Mr. Mike O'Brien from Environmental Waste.

The Commissioners approved Attorney Miller and the Chairman's signature authorizing payment for legal fees to other attorney's. This item will be placed on the consent agenda.

The Board approved payment of the following bills as presented on the Expenditure Approval List:

Tourist Development Council		
AmSouth		\$ 19,668.64
Section 8 Housing	28.81	
SHIP	10,316.09	
Driftwood Debt Service	193,515.00	
General Fund	137,207.96	
County Trans. Trust	56,028.33	
North Walton Mosquito Control	1,345.64	
Library	1,010.05	
Solid Waste Enterprise	18,295.06	
Mossy Head Vol. Fire Dept.	123.50	
Glendale Vol. Fire Dept.	255.20	
TOTAL	\$437,794.28	

This item will be placed on the consent agenda.

The Board approved payment to Advanced Copy in the amount of \$1,037 for the printing of 500 copies of the Safety Plan and 100 copies of the Policies and Procedures. This item will be placed on the consent agenda.

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The Board approved for Mr. Bell and Commissioner Paul to attend the Strategic Planning Committee Meeting on Thursday, July 16, 1998. This item will be placed on the consent agenda.

Discussion was held concerning an earlier decision to relocate Tri-County to the Canning Center. Tri-County, for dust control purposes, requires a paved parking area for the vans. Further discussion was held regarding removing the old barn located behind the Canning Center to provide a parking area, however, the lot is not zoned for a parking lot.

The Commissioners approved to request a zoning variance from the City of DeFuniak Springs for a parking lot behind the Farmer's Market, approved to demolish the old bar, and approved to pave the parking area if granted a variance. This item will be placed on the consent agenda.

Discussion was held in reference to additional county office space and the possibility of constructing additional offices connecting to the Section 8 Housing Office, which would provide an additional 9000 square feet, or the possibility of adding a two story building to create 18,000 square feet. Mr. Bell stated that the owners on Sloss Avenue should be notified as to the County's intentions and the County would also need to request a zoning variance from the City of DeFuniak Springs if they intend to build on the lots on Sloss Avenue.

The Board approved to obtain an appraisal on the James McHenry property located on U.S. Highway 90.

The Board approved for District 5 to advertise for bids for the paving of the East unpaved portion of Nursery Road, Hewitt Road Connector, Sugar Drive and Hardsvedt Road. This item will be placed on the consent agenda.

The Board approved for District 5 to research the costs for constructing an alternate route from Chat Holley Road to U.S. Highway 98, extension of C83 (Blue Mountain Road), and research an alternate route to Highway 98 from Church Road to Mac Bayou Road. This item will be placed on the consent agenda.

The Board approved for Attorney Miller to submit a letter to Greenwood Development Corporation regarding the paving of Monaco Street. This item will be placed on the consent agenda.

The Board approved for District 5 to utilize the Florida Boating Improvement Grant funds to complete and post No-Wake signs, buoys, and pilings as designated in Ordinance 98-10. This item will be placed on the

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consent agenda.

The Board approved one-time emergency maintenance on Holly Leaf Road and Wilkes Road, District 5. This item will be placed on the consent agenda.

The Board approved for District 5 to repaint crosswalks and add new crosswalks at various locations on Old Highway 98 and place signs at crosswalk locations. This item will be placed on the consent agenda.

The Board approved for District 3 to advertise for bids to pave the North end of Long Road, Williams Road, Crowder Road, Dr. Nelson Road, Adams Road, Holley-King Road, McKey Road, Oakridge Road, Juniper Lake Drive, Sunrise Road, and Martin Road. This item will be placed on the consent agenda.

The Board approved one-time emergency maintenance on a cul-de-sac in the Teelinville Subdivision, District 4. This item will be placed on the consent agenda.

Commissioner Paul requested direction from the Board regarding maintenance on Whiddon Lane, District 1, as requested by George Kimball. Mr. Paul stated that the Corp of Engineer has related some concerns and FEMA also advised against performing work on private roads. The Board agreed not to perform maintenance on Whiddon Lane based on recommendation from Attorney Miller. Mr. Paul will contact Mr. Kimball regarding the Board's decision.

The Board approved the minutes of the following meetings:

June 16, 1998-special meeting (payment of bills), June 22, 1998-workshop, June 23, 1998-regular meeting, June 30, 1998-special meeting (payment of bills), July 1, 1998-budget workshop, July 7, 1998-special meeting/budget workshop. This item will be placed on the consent agenda.

There being no further business, the meeting was adjourned at 12:45 p.m.

APPROVED: _____

William A. Young, Chairman

ATTEST: _____

Dan Bodiford, Clerk