

WORKSHOP

NOVEMBER 24, 1997

The Board of County Commissioners, Walton County, Florida, held a regular Workshop on Monday, November 24, 1997, at 8:30 a.m., in the Commission Boardroom of the Walton County Courthouse.

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, and Attorney George R. Miller were also present.

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

Mrs. Martha Ingle presented the recommendation of the Wage and Personnel Committee to hire Ms. Connie Brown as EMS Billing Clerk at \$8.50 per hour with a six month probation and raise Ms. Brown to \$9.00 per hour at the end of her probation. This item will placed on the consent agenda.

Mrs. Ingle also requested the Board adopt a resolution to amend the grant funds into the EMS Professional Services grant line item for the purchase of Ambulance Billing Software in the amount of \$15,000.00. This item will be placed on the consent agenda.

Discussion was held regarding the Purchasing Policies and Procedures and the changes being implemented. Commissioner Young stated that revisions have been made and would like each Commissioner to review the policies so they can be adopted. The Commissioners will discuss this further at the next regular workshop.

Mrs. Lynda Robinson, Human Resource Officer, questioned the Board regarding a replacement for Greg Smith, County Wide Paint Striper, who has been terminated. Commissioner Porter requested to have a study conducted on the cost of maintaining the County Wide Paint Department versus contracting the paint striping out due to a large amount of paint loss and the striping on the roads not lasting.

Mrs. Robinson requested approval to reimburse Marilyn Wasson, Jeffrey Daughtery and Linda Daughtery leave time taken for funerals due to personnel policy changes. This item will be placed on the consent agenda.

Ms. Melinda Watson, Walton County Humane Society, advised the Board of the increase in the number of animals taken into the shelter for 1997 compared to 1996. Ms. Watson also presented an expenditure report for

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expenses and requested the balance of the 1997-98 Humane Society's Budget in order to pay one time yearly payments that are currently due. Commissioner Paul requested for the Humane Society to present any special requests for payments that cannot be met within their regular monthly disbursement 30-60 days prior to payment due date for Board approval.

Mr. John Milton, Guardian Insurance Agency, appeared before the Board requesting permission to offer long-term or short-term disability insurance to county employees. Mr. Milton stated that a minimum of 25 percent participation from County employees would be required. The Commissioners agreed to allow Mr. Milton to work up the employee premium cost to present back to the Board.

Mr. Don Brown gave a demonstration on DermaPlus skin protectant. Mr. Brown stated that DermaPlus protects skin from harmful chemicals and is excellent for health care workers. Mr. Brown informed the Commissioners that the product is FDA approved.

Mr. Richard Kirkland, Regional Director of the Department of Corrections, appeared before the Board to provide information about the workcamp program. Mr. Kirkland stated that due to a change in gain time there is a reduction in the number of inmates available on the workcamp program. Privatization of prisons have also effected the number. Mr. Kirkland stated that one of his goals is to try to provide work squads for each Commissioner without having to share between districts. Mr. Kirkland has requested the Central Office of Inmate Population Movement Control to provide Region I with a sufficient number of inmates due to the fact that Region I is producing 41% of the state wide interagency work. Mr. Kirkland advised the Commissioners that Walton County has 25 inmate squad positions and would like to keep these positions filled since Walton County has played an active part in providing property for the prison and providing equipment for the inmates to work with.

Mr. Mike O'Brien, Environmental Waste Systems, responded to complaints regarding waste pick-up. Mr. O'Brien stated that he has spoken with Steve Peterson and Pat Potter regarding complaints that EWS does not pick up waste frequently enough. Mr. O'Brien stated that the large amount of waste is generally during the summer when a large number of visitors stay in one rental unit. Mr. O'Brien stated that he will be placing 96 gallon collection cartons for these rental units to enable a larger amount of waste to be

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collected and will look into collecting waste more frequently.

Mr. O'Brien also addressed the waste pick-up for small businesses and stated that EWS will be placing the 96 gallon carts at the current business pick-up sites and reducing the monthly rate to \$15.00 for small businesses.

Mr. O'Brien extended an invitation to each Commissioner to visit the Springhill Landfill. The Commissioners agreed to set a date in January.

Mr. Ronnie Bell, Administrative Supervisor, requested the Board approve 9,905 as the current residential house count for Environmental Waste garbage collection. This item will be placed on the consent agenda.

Mr. O'Brien stated EWS has 20 acres located in South Walton County and would like to offer that property to the County by Quit Claim Deed in exchange for an early renewal of the lease between Walton County and Environmental Waste Systems. The Commissioners agreed not to accept the property as an exchange for the contract and stated that the renewal of the contract would be considered as a separate issue.

Mr. Malcolm Patterson, Executive Director of the South Walton Tourist Development Council, requested that the TDC be given special consideration for a lower rate charge due to the large amount of solid waste being collected from the beaches and the only county agency being charged for service. Mr. O'Brien stated that he is willing to renegotiate.

Mr. Dewey Wilson, Regional Utilities, stated the he has a location where Mr. Patterson can place a dumpster with a chain link fence surrounding it allowing Walton County Landfill to pick up the trash.

Mr. Dewey Wilson requested the Board adopt a resolution authorizing the application for \$400,000.00 by Regional Utilities from the State loan and establish the pledge of revenues and the designee to file application for debt services. This item will be placed on the consent agenda.

Mr. Wilson informed the Commissioners that the Utilities Ordinance that was adopted 10-12 years ago has become inadequate for South Walton County due to substantial growth. Discussion was held regarding who is responsible for replacing the landscape after utilities have been installed. The Commissioners agreed that it is the responsibility of the private business owner and developers to replace the landscape. Mr. Wilson will work with Bobby Ammons to draft a new ordinance.

The Board recessed briefly.

Ms. Gina Bryan, Southern Communications Services, Inc., Pensacola,

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Florida, presented a proposal to provide communications for radio/phones to the Commissioners. Ms. Bryan stated that the one Watt L3000 radio is \$22.09 per month for each radio or a three year lease/purchase agreement and an additional \$2.68 per month for a three year warranty. The Commissioners agreed to contact Ms. Bryan at a later date with their decision.

Mr. Bodiford, Clerk of Court, spoke to the Commissioners in reference to the proposed changes that are necessary due to the creation of the BCC Office of Management and Budget. Mr. Bodiford spoke on improving the operational controls and how to enhance the preaudit duties of the Clerk. Mr. Bodiford requested the Board make a decision as to who will control the Fixed Assets inventory and suggested the Clerk retain responsibility to enhance separation of duties and accountability.

Mr. Bodiford presented an expenditure approval list and explained that the Finance Department will compile and present to the Board a listing that will contain all the information relating to the current bills that are ready to be paid

Mr. Bodiford also presented a schedule of cutoff dates for invoices to be received into the Finance Department for payment and stated that provisions will be made for any necessary bills to be paid on non regular payment dates. Mr. Bodiford stated that he is willing to work with the Board to set up more frequent dates for the payment of bills. Mr. Bodiford introduced Mrs. Suedelle Wilkerson, a new Accounting Supervisor, to the Commissioners.

The following five proposals were received and opened for the Management Services of Walton Regional Hospital:

1. Centennial HealthCare, Atlanta, Georgia
2. NetCare Health Systems, Inc., Nashville, Tennessee
3. HealthMark, DeFuniak Springs, Florida
4. Home Health Management and Development, Inc.
Ponce De Leon, Florida
5. Health Destinations, Inc., Drs. Antonio and
Walentyna Aldrete, DeFuniak Springs, Florida

The Commissioners will hold a special meeting on December 3, 1997, at 9:00 a.m. to review each proposal.

Ms. Jackie Malone, Chair of the State Housing Initiatives Partnership, announced the resignation of Perry Jackson and requested the Board appoint Joanne Van Hall as member of the Rural Housing Service. This item will placed on the consent agenda.

The Board reviewed a final plat on Garnett Bayou Estates presented by

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Robert Grantham and asked Mr. Grantham to be present at the regular meeting on November 25, 1997 at 9:00 a.m. to allow Attorney Miller to review the plat for final approval.

The Board designated Mrs. Shirl Williams, Mr. Ronnie Bell, Chairman William Young, and Commissioner Paul as authorized signatures to request CDBG grant funds.

The Board agreed to amend \$61,811.73 from County Transportation Trust Contingencies into the 1998 County Transportaion Trust Budget for road materials on the CDBG street paving projects. This item will be placed on the consent agenda.

The Board agreed to adopt a resolution to amend the \$43,819.00 received from the Department of Community Affairs into the 1998 budget for Street Improvements. This item will be placed on the consent agenda.

Mr. Webb stated that Couch Construction has requested the Board sign off on the CDBG road paving projects that have been completed with the exception of some minor corrections that have been noted by Couch Construction that will be corrected. No action was taken.

The Board recessed until 1:00 p.m.

Mr. Jerry Fountain, Shop Manager/Purchasing Agent stated that Mr. Wade Wilkerson has agreed to purchase Webster Lane Pit at 8.74 acres as stated. The Board approved for Attorney Miller to draft a Warranty Deed for the sale of Webster Lane Pit in the amount of \$1,756.74 to Mr. Wade Wilkerson. This item will be placed on the consent agenda.

Mr. Fountain presented the four quotes obtained for the purchase of the personal watercraft as follows:

	Sports Center, Panama City, Florida	\$ 5,899.00 (1)	
	(1100 Yamaha)	\$11,798.00 (2)	
	Cycle Shop, Tallahassee, Florida		
	\$ 6,120.00 (1)		
			\$12,920.00
(2)	Adventure Marine, Ft. Walton, Fl.	\$ 6,570.00 (1)	
	(used)		
	Honda of Ft. Walton, Fl.		
	\$6,995.00 ea		

The Board agreed to waive bid procedure and purchase two personal watercrafts from the low bidder, Sports Center, Panama City, Florida in the amount of \$11,798.00 from quotes received. This item will be placed on the consent agenda.

The Board approved to piggy-back on the District 2 bid price and purchase a 140H Motor Grader with air conditioning in the amount of

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\$135,665.00 for District 4 from Thompson Tractor, Crestview, Florida. This item will be placed on the consent agenda.

Mr. Fountain stated that there had appeared to be a discrepancy in the way bid #97-122, paving Old Jolly Bay Road in District 1, was bid out and therefore it was put out for rebid. After reviewing the bid procedure and conferring with Attorney Miller it was agreed that a discrepancy does not exist. Mr. Fountain recommended the Board reject the second set of bids and award bid #97-122 to the low bidder, Chadbourne Inc., Pensacola, Florida, in the amount of \$67,127.40. The Board agreed and placed this item on the consent agenda.

The Board agreed to waive the bid procedure and purchase one used steel wheel vibrator and one used rubber tire roller from Flint Equipment Company, Tallahassee, Florida in the amount of \$78,205.00 with County Wide Funds. This item will be placed on the consent agenda.

Mr. Matt Douglass, EMS Director, appeared before the Board to request permission to purchase two ambulance chassis from Olathe Ford, Olathe, Kansas. Mr. Douglass stated that Olathe Ford is the only company that sells a chassis that is compatible with the ambulance box he has. The Board agreed to allow Mr. Douglass to draft a letter of intent to Olathe Ford to purchase two ambulance chassis. This item will be placed on the consent agenda.

The Board agreed to amend \$53,890.43 from matching grant funds into the EMS budget for communications. This item will be placed on the consent agenda.

The Board agreed to amend \$6,800.00 from matching grant funds into the EMS budget for Continuing Education/Equipment. This item will be placed on the consent agenda.

Mr. Douglass requested the Board execute a Standard Coordination Operation Contract for EMS to recover costs involved with transporting patients. The Board agreed to place this item on the consent agenda.

Mr. Douglass requested permission to revise the fee schedule based on Resolution 94-1 for the charges of equipment, medications and supplies. The Commissioners agreed for Mr. Douglass to make the necessary revisions and present them back to the Board.

Mr. Douglass requested the Board approve two part-time EMS employees, Jonathan Padget and Danny Porter to full-time status with a six month probationary period. The Board agreed and will place this item on the

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consent agenda.

Mr. Bobby Ammons, Assistant Public Works Director, presented the job classifications and current salaries for the County Wide Bridge Crew and requested for Richard Edge to be placed on full-time. The Commissioners agreed for the Wage Committee to review the salary and job title before placing Mr. Edge on full-time. Mr. Ammons and Mr. Wilmer Stafford, Bridge Crew Supervisor, will create a proposed budget for the County Wide Bridge Crew and present at the workshop on December 8, 1997, for the Commissioner's consideration.

The Board agreed to advertise for bids on one crew cab truck for the County Wide Bridge Crew. This item will be placed on the consent agenda.

Commissioner Paul stated that he is willing to loan a van from District 1 to the bridge crew until a vehicle can be purchased.

Commissioner Porter requested the Board hire Kim Robinson as contract labor at minimum wage for the period beginning November 25, 1997 through December 31, 1997. The Commissioners will discuss this further at the regular meeting on November 25, 1997.

The Board agreed to hire District 1 contract laborer, Dewayne Owens, as a full-time laborer with a six month probationary period. This item will be placed on the consent agenda.

Vice-Chairman Butler requested permission to sign a one year lease for the District 5 Administrative Office Building in Grayton Beach at \$500.00 per month including all utilities except phone services. The Commissioners agreed to place this item on the consent agenda.

Mrs. Shirl Williams, Assistant Administrative Supervisor, requested to refund Mr. Russell Caldwell \$130.95 of the \$145.50 for an unused building permit, holding ten percent as a handling fee. The Board agreed to place this item on the consent agenda.

Mrs. Williams questioned the Board if they would like to lift the moratorium on new landfills and borrow pits. The Commissioners advised Mrs. Williams to direct anyone interested in applying for a landfill or borrow pit to appear before the Board.

Mr. Bell informed the Board that Steven C. Bruce, DeFuniak Springs, Florida and Metric Engineering, Inc., Panama City, Florida were the only two quotes received for survey services. The Board will set a date and time to review the quotes at a late date.

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Mr. Bell presented a letter from McWhorter Architects, Seagrove Beach, Florida in response to a request for architectural services on the Wal-Mart building. Ms. Reynafarje stated that her firm is under a heavy work load and time will not allow her to take on another project under the time frame that Walton County requires the work to be completed. The Board agreed to have Charles McMillian, Courthouse Maintenance Supervisor, meet with the Constitutional Officers who should relocate and devise a floor plan to accommodate their needs.

Mr. Bell informed the Board that the Florida Association of Counties has set aside money to be used for renovations of court facilities in the amount of \$100,000.00 per year for four years. A request may be made to the Supreme Court to borrow the total lump sum of \$400,000.00 and pay the amount back over a four year period. The money could be used for renovating the Wal-Mart building.

Mr. Bell presented a letter from Mrs. Ingrid Burmeister, Section 8 Housing Director, requesting to close the Section 8 Housing Office on December 25th and 26th, 1997 for the Christmas Holidays. This item will be placed on the consent agenda.

The Commissioners approved a satisfaction of final judgement on Mr. Wesley Bell and Geretha Lee Bell in the amount of \$436.75. This item will be placed on the consent agenda.

Discussion was held regarding a letter received from the Council on Aging requesting funds from the 1997-98 budget. Mr. Bell will contact the Council on Aging for clarification on the amount requested and bring back to the Board's attention at the regular scheduled meeting.

The Board approved for Commissioner Porter to attend the Florida Association of Counties Trust Meeting (FACT) in Tallahassee on December 10, 1997. This item will be placed on the consent agenda.

Mr. Bell stated that the only in-house application that has been received for the position of Permit Clerk in the Building Department was submitted by Misty Thornton.

The Commissioners agreed to appoint a standing committee to review all applications and make recommendations to the Board. The committee will consist of: Chairman Bill Young, Shirl Williams, Martha Ingle, Lynda Robinson, with the provision that another Commissioner will replace Mr. Young on the committee when reviewing applications for hiring within that other

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Commissioner's district or department a Commissioner oversees. This item will be placed on the consent agenda.

Mr. Bell submitted the appraisals on the Flournoy property located on 7th Street for review.

Commissioner Infinger requested for someone to look into the situation on the sprayfield at Juniper Lake. He stated that a citizen reported that spraying is taking place. Mrs. Williams will look into the situation.

Chairman Young read a letter from the Department of Transportation (DOT) inviting the Commissioners to attend a public hearing on December 4, 1997, at the City Hall in Ft. Walton Beach, Florida for the 1998/99-2002/03 tentative work program

Discussion was held regarding Walton Regional Hospital and the progress that has been made toward construction. The Commissioners will consider setting a date to review the proposals for administration of the hospital.

There being no further business Chairman Young adjourned the meeting at 3:15 p.m.

APPROVED: _____

William A. Young, Chairman

ATTEST: _____

Dan Bodiford, Clerk