

**BOARD OF COUNTY COMMISSIONERS
Washington County, Florida
Board Meeting
1331 South Blvd., Chipley, FL 32428**

DISTRICT 1 Alan Bush	DISTRICT 2 Charles Kent	DISTRICT 3 Tray Hawkins Chairman	DISTRICT 4 Todd Abbott Vice-Chairman	DISTRICT 5 Steve Joyner
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- A. Call to Order – Chairman Hawkins
- B. Invocation – Jeff Massey
- C. Pledge

The following persons were present: Chairman Hawkins, Vice-Chairman Abbott, Commissioners Bush, Kent, and Joyner along with County Administrator Jeff Massey, County Attorney Fuqua and Attorney Milton, Fuqua & Milton, P.A., Clerk of Court Lora C. Bell, and Deputy Clerk Risha Brantley.

I. **PUBLIC HEARING**

Dawn McDonald, Senior Planner updated the board. There were four cases at the planning commission meeting. The case for a variance request for a subdivision on South Boulevard and Kirkland Road was denied. Typically, the variance request is attached to a development application for board review. In this case, the variance preceded the subdivision plan. The variance request was for a reduction in lot frontage from 100' to 80'. The applicant was seeking approval of the reduction in lot frontage prior to proceeding.

The neighbors wanted to maintain the 100' lot frontage.

The special exception request for the RV park for Shell Landing was tabled. The

applicants need to provide additional information.

- Request to amend the Future Land Use Map category of 4.5 acres from Agriculture/Silviculture to Low-Density Residential for property located on Choctaw Road, Vernon, FL - Dawn McDonald, Senior Planner presented the application submitted by the Wohlers. A parcel is being created from a parent parcel. The public noticing requirements were met. There was one attendee at the neighborhood meeting, who attended for informational purposes. The applicants intend to build a permanent home to reside in on the site. The application meets the general intent of the comprehensive plan and the land development code. The staff and the planning commission recommended approval.
- Request to amend the Future Land Use Map category of 4.65 acres from Agriculture/Silviculture to the Low-Density Residential designation for property located on Pate Pond Road, Caryville, FL - Dawn McDonald, Senior Planner presented the application. The application request is from the Green's on Pate Pond Road, who is selling the property. The public notice requirements were met. There were two attendees at the neighborhood meeting for informational purposes and to comment that they were not opposed to the application as long as it didn't impose upon their family farm located across from the property. The buyer is proposing one home, which is not expected to result in adverse effects. Staff and the planning commission recommended approval.

Some areas near this property should be revisited when the plan is updated.

II. **ADOPT PREVIOUS MINUTES**

- Board Meeting - September 24, 2020
- Special Meeting – October 5, 2020

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to adopt the minutes dated 9/24 and 10/5.

III. **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. – None

IV. **AGENDA ITEMS**

Agenda Additions – Administrator Insurance Adjustment – Chairman Hawkins

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to adopt the agenda.

- Request to amend the Future Land Use Map category of 4.5 acres from Agriculture/Silviculture to Low-Density Residential for property located on Choctaw Road, Vernon, FL – **Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the above FLUM amendment.**
- Request to amend the Future Land Use Map category of 4.65 acres from Agriculture/Silviculture to the Low-Density Residential designation for property located on Pate Pond Road, Caryville, FL – **Commissioner Joyner offered a motion, seconded by Commissioner Abbott, and carried to approve the above referenced FLUM amendment.**

- Washington County Planning Commission Schedule for 2021- Dawn McDonald, Senior Planner informed the board the planning commission approved the schedule on September 14.
Commissioner Kent offered a motion, seconded by Commissioner Joyner, and carried to approve the Washington County Planning Commission calendar for 2021.
- Request for Chairman to sign Resolution for the Special Exception for Hurricane Housing Recovery Program Local Housing Assistance Plan - Karen Shaw, Grants Coordinator addressed the board. The state awarded Washington County \$1,800,000.00 for Hurricane Michael housing repair. The state has approved the money to be used for regular SHIP.
Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the SHIP resolution.
- Small Quantity Hazardous Waste Generator Annual Report and Renewal - Karen Shaw, Grants Coordinator -
Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the report and approve of the agreement renewal with Emerald Coast Regional Planning.
- Communications Committee Update—Lynne Abel, Public Safety Director updated the board. The committee requested the board look at the option of providing additional funds to the communication committee. The committee has suggested that public works should be on the committee and communications should be handled more inclusively. As of the communication

meeting on August 6, the balance was \$26,378.70. The funds mainly cover maintenance. Emergency repairs have been an issue. CARES Act funding for \$189,000.00 was approved and received to purchase a dispatch console. \$20,000.00 was allocated to the committee from FEMA reimbursements from Hurricane Michael for the use of generators and other similar items. The funds have not been transferred to the communications budget. The maintenance agreements have been renewed for repeaters on towers and generator maintenance at the EOC, sheriff's office, and the new tower at Mudhill.

Lynne Abel, Emergency Management addressed the board regarding the IA for Hurricane Sally. The opportunity to appeal is available. She requested the commissioners join the process to have the IA approved.

- Request for Approval of a Guaranty of a Revolving Line of Credit for the Highway 79 Corridor Authority - Tray Hawkins, Chairman informed the board the revolving line of credit is for \$600,000.00. Holmes County has approved the line of credit. This does not extend Washington County for debt

Commissioner Abbott advised that he does not want Washington County to be responsible for any over expenditures. If anything such as that occurs, it should come before the board.

Chairman Hawkins advised that the bank has requested it because the entity is new. Any overrun would be the responsibility of the Corridor.

Commissioner Bush commented that by approving this, they are guaranteeing it. The commission should be notified if any expenditures should fall on Washington County.

Attorney Fuqua advised the board per the underlying grant agreement Washington and Holmes County are parties.

Ted Everett informed the board that this has been addressed in ILA 1 and 2, and the by-laws of the Authority. If there are overages, the authority repays both counties. If that should occur, the money can be paid back after the fourth or fifth business comes into the corridor.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to approve the resolution regarding the \$600,000.00 line of credit for the Highway 79 Corridor Authority.

- Renewal of Catastrophic Inmate Medical Insurance - Tray Hawkins, Chairman advised that the renewal cost is lower than the previous year with the same option.

Commissioner Bush offered a motion, seconded by Commissioner Kent, and carried to approve the renewal of the catastrophic inmate medical insurance.

- Request for Approval for Chairman to sign the resolution for closure at SR 77 and CR 273 – Tray Hawkins, Chairman confirmed that the closure is for the resurfacing project.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the resolution for the road closures.

- Request for Extension of RFP 2020-006 Line of Credit – Tray Hawkins, advised that multiple banks have requested additional time. The questions will be extended to the 30th.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to extend RFP 2020-006 Line of Credit.

- Administrator Insurance Adjustment – Chairman Hawkins, advised that Administrator Massey’s hiring accompanied an insurance package. There have been some changes and the insurance cost went down. An adjustment will be made to counteract his salary.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to approve the salary change for County Administrator Massey.

V. **FEMA COORDINATOR** – Kevan Parker addressed the board.

- Hurricane Sally – Initially the declaration was for category b. Since then all categories have been approved, which include a, and c – g.
- Hurricane Michael – All projects have been obligated except debris/ditch removal. That is in the final review at the state.

Category z (management cost) is in FEMA final review. This should be done in 7 – 10 days. A request has been prepared to submit.

Kevan Parker informed the board that Panhandle is the contractor for the ditch debris.

Commissioner Abbott suggested having available office space in Washington County for a FEMA employee.

Kevan Parker addressed Commissioner Abbott. Due to the 5% management cost \$8,500,000.00 comes back to the county. The state of Florida gets 7% management costs. With both, that totals \$12,000,000.00. A request is being worked on in the background to have someone from the state responsive when there are issues.

- CARES ACT – 25% (\$1,100,000.00) was given to the county upfront. The next 20% is being processed, for which they have received a plan. \$50,000.00 has been spent and the other has been obligated. The plan for the other 45% is being put together. The funds have to be spent by December 30, unless an extension is given.
- Paving RFP – The intent was a continuing service contract. Roberts and Roberts, C.W. Roberts, Anderson Columbia, and GAC responded. A spreadsheet was put together to compute the low bid. It is requested to keep the continuing service contract in place and proceed with Roberts and Roberts, who was the number one ranked firm. For the FEMA work, it is suggested to bid out individual road zones.

County Attorney Fuqua suggested packaging roads together and obtain a hard bid on those items.

The board continued the discussion.

Commissioner Bush commented that the scoring criteria may apply for a continuing service contract but it is not for road-specific work.

County Attorney Fuqua suggested accepting the contractor that won on the

scoring criteria and award the continuing service contract to them or reject all bids.

Chris Riley, CW. Roberts suggested the board use the zones, obtain the quantities, and bid those out individually.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to reject all bids for the paving RFP.

- RFP – Kevan Parker advised that RFP’s need to be put out for ditch digging, spoil dirt removal, hazard mitigation for Hurricane Michael projects where rip rap and filter fabric was put around the culverts, clearing and grubbing for road projects, small tree removal/embankment, and the ag center for Hurricane Michael for the livestock barn.

Commissioner Abbott offered a motion, seconded by Commissioner Kent, and carried to put out RFP’s for the above-listed items.

- Ag Center Livestock Barn Emergency Contract (Hurricane Sally) – Kevan Parker addressed the board. An emergency project for the ag center livestock barn has been requested. The barn had about 40’ of water in it. The quote submitted from Mainstreet Property Services is \$49,600.00.

There were two other contractors and another bid that was sent to the wrong address. The third one was not able to do it.

Chairman Hawkins called a recess from 10:06 a.m. – 10:20 a.m.

Commissioner Abbott offered a motion, seconded by Commissioner Bush,

and carried to issue the contract to Mainstreet Property Services for \$49,600.00.

- Lost Cost Share – Chairman Hawkins advised the board that cost-sharing may not be waived for Hurricane Michael.

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to ensure cost-sharing for Hurricane Michael is an appropriation for the lobbyist.

VI. **MSBU ADVISORY COMMITTEE CHAIRMAN** – Gary Hartman updated the board.

- Public Comment – The committee agreed to add public comment at the end of the MSBU Committee meetings.
- Procedure to increase assessment – The committee would like to revisit the procedure to increase the assessment. There has not been any opposition to an increase at any meeting in session.

Chairman Hawkins advised ensuring that all timeframes are met.

Gary Hartman commented to the board. The recent paving was done without going into debt. It is time to start building that fund back up.

- GSG – Would like to look at GSG.

Steve Healis advised that he has made contact with the point of contact in Walton County and is currently awaiting a return call to schedule a meeting.

- The committee voted to replace some lights that were out on the fountain and

put a new pump in on the north side.

- The striping was neglected in the paving contract. The committee requested that the county assists with striping for \$5,460.00.

The board agreed to approve the quote for \$5,460.00 for striping on the major thoroughfare and the committee discuss the placement of stop bars.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to approve the quote from Guettler and Guettler for work in Sunny Hills for \$5,460.00.

This expense will come out of the general fund.

- Crime watch has established by a group that is not associated with MSBU. They don't intend to ask for funding from the MSBU, however, \$10,000.00 has been dedicated to them. They are working with Sgt. Green.

VII. **PUBLIC WORKS SUPERVISOR** - None

VIII. **COUNTY ENGINEER** – Cliff Knauer addressed the board.

- School – Plans have been composed to include a dedicated left and right turn lane at the eastern entrance to the school. The estimate is \$40,000.00.

The addition of a loop for \$80,000.00 that would tie in directly to the drive for the new school would help with the congestion.

When the buses come from the new school they go to the north and turn right, going westbound, and filter back to the south through the line. If the school buses would go straight across, this would keep them out of the traffic, which would help as well.

It was also observed that after the buses drop off at the school, they head westbound to the bus barn. The dedicated left lane would help with this.

An eastbound left-turn lane at Kirkland Road is also included.

The board direction is for County Engineer Knauer to send the e-mail to County Administrator Massy who will in turn send it to the school board members, and the commissioners.

- Other Updates – The road evaluations for Hurricane Michael, bridges, Joyner Road culvert, and South Boulevard plans are in progress.
- Culpepper – Approval should be received next week.
- Cope Road – The roadwork is currently on hold due to the guard rails and AT&T phone lines. A contract extension was previously approved by the board. The lines combined have 33 customers on them. The contractor has questioned if the line is cut, would the county pay for it.

If it is cut, the estimated cuts will be about 30. The post is 42' in the ground.

The total is around 400'.

Chairman Hawkins advised County Engineer Knauer that he will follow up with him.

IX. COUNTY ADMINISTRATOR – Jeff Massey addressed the board.

- Waste Management Consumer Price Index (CPI) – The adjustment is 2.88 CPI.

Commissioner Abbott offered a motion, seconded by Commissioner Kent,

and carried to approve the CPI increase for Waste Management.

- Purchase of Truck for Ag Center – As a result of Hurricane Sally, the ag center incurred a loss of a 2006 Ford and a 2017 pick-up. The insurance valued the trucks at \$32,238.00. The state contract price is \$37,523.00. Chipola Ford's price for the same vehicle is \$34,293.50.

Commissioner Abbott offered a motion, seconded by Commissioner Bush, and carried to proceed with the purchase for \$34,293.50 from Chipola Ford.

- Crystal Lake – A citizen contacted Water Management to report a complaint regarding the ongoing issues from heavy rain.

Water Management was advised that the county has design plans to fix the problem and are working with an adjacent property owner regarding a retention pond. There remains an issue with the south boat ramp. The question is, should the boat ramp remain open due to the ongoing issues.

Commissioner Bush suggested the board consider selling the boat ramp that was mentioned to close. The funds could be used to purchase a parcel within walking distance from the other boat ramp and be used for parking.

County Administrator Massey reminded the board that there are current right-of-way issues with the boat ramp.

Commissioner Abbott offered a motion, seconded by Commissioner Joyner, and carried to temporarily close the boat ramp at Crystal Lake per Commissioner Joyner's recommendation.

County Administrator Massey informed the board that the county can no longer assist at Crystal Lake on the drainage issues due to heavy rain running across the road and downhill without obtaining a permit through DEP.

- Broadband Update – A meeting will be held next week regarding broadband for questions and answers.
- X. **CLERK**- Clerk Bell addressed the board.
- September Vouchers totaling \$3,310,560.05

Commissioner Bush offered a motion, seconded by Commissioner Abbott, and carried to approve the above-referenced vouchers.

XI. **COUNTY ATTORNEY**

- Legal Counsel for Line of Credit – County Attorney Fuqua addressed the board. The bond resolution is for cash flow for the upcoming road projects. Once the bond resolution is done the \$6,000,000.00 has to be withdrawn at once. Interest will be owed on the funds whether it is used or not. The loan can be renewed without an additional bond closing. The interest currently isn't reimbursable.

Commissioner Bush offered a motion, seconded by Commissioner Joyner, and carried to approve bond counsel for \$17,500.00 and approve of the county attorney proceeding for \$7,500.00, contingent on the bond closing.

Benita Crittendon suggested the board research further before deciding to sell or buy any property at Crystal Lake regarding the boat ramp.

XII. **ADJOURN** - Commissioner Abbott adjourned the meeting.

Deputy Clerk Brantley

Date Board Approved